



# Contracting Opportunity

## Idaho Youth Suicide Prevention Contractor, Education Region 3 – Contract 26-780X

### PURPOSE

The Idaho Department of Education seeks letters of interest for a full-time Idaho Youth Suicide Prevention Contractor to support K-12 districts and charter schools in Education Region 3, as detailed below.

The contact for this contracting opportunity is:

Hannah Crumrine, Youth Suicide Prevention Coordinator

(208) 332-6816

[hcrumrine@sde.idaho.gov](mailto:hcrumrine@sde.idaho.gov)

### BACKGROUND

The Idaho Department of Education provides suicide prevention support, programming, and training to K-12 school districts and charter schools at no cost through the Idaho Youth Suicide Prevention Program. Regional contractors provide direct, on-site support to staff and students by facilitating evidence-based trainings, delivering resource materials, providing consultations on best practices, and assisting with implementing school-based programs. Regional contractors also work closely with the Youth Suicide Prevention Coordinator to ensure coordination and uniformity of messaging, activities, and resources as well as update program materials.

### TIMELINE

Letter of Interest and Resume or CV are due by: September 5, 2025 by 5:00 p.m. MT

### SPECIFICATIONS OR SCOPE OF WORK

See Exhibit A, Contract Announcement



## **AWARD BASIS AND TERM**

Contract range has been approved from \$75,000.00 to \$90,000.00 commensurate with education and contractor's experience. This contract is fully burdened, and no benefits package is included. Contractor will be required to supply evidence of Commercial General Liability and Professional Liability insurance and may be required to supply additional insurance depending upon the Scope of Work.

## **REQUIRED SUBMITTAL ITEMS**

1. Letter of Interest
2. Resume or Curriculum Vitae

## **MINIMUM QUALIFICATIONS**

1. Bachelor's degree in health, education, youth development, or related field
2. Strong knowledge of suicide prevention, intervention, and postvention practices
3. Experience training or presenting to large audiences of both youth and adults
4. Ability to become a certified trainer in youth suicide prevention programs
5. Ability to travel within Education Region 3 and to Boise as requested
6. Strong speaking, listening, presentation, writing, and computer skills
7. Demonstrated ability to work with individuals experiencing grief or loss
8. Ability to travel about 75% of the time

## **PREFERRED QUALIFICATIONS**

1. Master's Degree or clinical license
2. Experience supporting K-12 school communities
3. Experience coordinating trainings, programs, or projects
4. Current certifications in evidence-based suicide prevention programs and trainings

## **RESPONSE**

Submit all Required Submittal Items to [hcrumrine@sde.idaho.gov](mailto:hcrumrine@sde.idaho.gov) prior to the deadline established above.

## **CONTRACT ANNOUNCEMENT**

**Position:** Idaho Youth Suicide Prevention Contractor, Education Region

**3 Term:** September 14, 2025 through to June 15, 2026

### **I. Program Administration**

- a. Communicate regularly with the SDE, including attending meetings as requested.
- b. Work closely with the SDE and its contractors to ensure coordination and uniformity of messaging, activities, and resources.
- c. Complete all required data reporting requested by the SDE and/or required by national suicide prevention trainings or programs by which the Contractor is certified.
- d. Participate in training and/or conference opportunities aligned to suicide prevention as needed for certification or professional development.
- e. Maintain all professional certifications that support youth suicide prevention in Idaho Education Region 3, and stay informed about current prevention efforts used by districts and schools in those regions.
- f. When availability allows, attend other in-person and virtual suicide prevention trainings hosted by the SDE to become well-versed in all programming and training offered to districts and schools so that the Contractor can provide support specific to that content.
- g. Attend bi-annual, virtual meetings hosted by the Idaho Suicide Prevention Program with the Suicide Prevention Coordinators representing each Public Health District.
- h. Collaborate with the Suicide Prevention Coordinators in Idaho Public Health Districts 3 and 4 to ensure coordination among outreach efforts specific to schools.
- i. Review end-of-year and statewide program evaluations and other survey or data analysis findings.
- j. Assist with tabling when available at statewide conferences for professional organizations whose mission supports district and school staff as requested by the SDE.
- k. Provide periodic updates, resources, and reminders to districts and schools as requested by the SDE.
- l. Provide technical support, information, consultations, and resources specific to youth suicide prevention, intervention, and postvention to districts and schools in Idaho Education Region 3.

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- m. Provide postvention support, as requested by the SDE, to schools in Idaho Education Region 3 affected by suicides or sudden deaths.
- n. The Contractor shall have the discretion to assist with the creation of new or review and update of program resource materials between June and August 2025 or as time allows during the 2025/2026 school year.
- o. Any training content or resource materials developed by or with assistance from the Contractor under this scope of work are property of the SDE. If the Contractor wishes to maintain ownership of any training content, the Contractor shall develop that content outside of this scope of work and the Contractor shall not submit any invoices that include time spent on developing that content.

## **II. Direct District and School Support**

- a. On a quarterly basis, email all superintendents, principals, school counselors, and school nurses in Idaho Education Region 3 with information about the trainings, services, and resources the Contractor can provide.
- b. Help districts and schools identify evidence-based, youth suicide prevention programming or training that supports the needs of that school community.
- c. Schedule and lead evidence-based suicide prevention trainings in Idaho Education Region 3 as requested by districts, schools, or the SDE as well as provide all follow up materials such as post-evaluation survey links, certificates of completion, and supporting materials as needed.
- d. Provide QPR gatekeeper trainings to district and school staff and with approval from the QPR institute, trainings to students older than 16.
- e. Provide ongoing Sources of Strength training and assistance to new and returning K-12 schools as requested and deemed appropriate.
- f. Upon requests for individualized content, develop trainings and presentations grounded in evidence-based practices and cite those references.
- g. Provide statewide, virtual trainings that do not require travel outside of Idaho Education Region 3 as requested by the SDE.
- h. The Contractor shall have the discretion to travel outside of Idaho Education Region 3 to assist with and observe trainings in other regions at the Contractor's own financial expense.

Travel is needed for this position about 75% of the time. Much of the travel will be farther than 50 miles of your home, which is outside of a regular commute. Compensation for travel expenses is included in the total cost of the contract agreement and additional travel stipends are not available.

In this position, a full-time Regional Contractor will work up to an estimated 40 hours per week. Full-time contractors must have flexibility to be in classrooms working with school staff during the regular school day.