

Grant Application Reviewer and Independent RFP Evaluator

Request For Quote: 2026-0116

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Issue Date: 02/04/2026

Last Day to Submit Proposal: 02/25/2026

INTRODUCTION TO ORGANIZATION

Vibrant Emotional Health, one of the nation's leading mental health organizations, has delivered groundbreaking solutions, high-quality services, and support when, where, and how people need it for 56 years. Through crisis services, education, advocacy, community programs, and business solutions, our work strives for systemic change for mental health and achieving emotional well-being. Using cutting-edge technology, Vibrant administers the 988 Suicide & Crisis Lifeline, and the NFL Lifeline, connecting millions of individuals with round-the-clock life-saving support and resources through call, text, and chat services in English and Spanish. Across all programs, Vibrant serves more than 6 million people a year.

RFQ PURPOSE

The purpose of this Request for Quote (RFQ) is to solicit qualified and experienced firms or individuals to provide Grant Application Review and Independent Request for Proposal (RFP) Evaluation services. These services are intended to support a fair, objective, and transparent evaluation process by leveraging subject-matter expertise and independent judgment to assess submissions against established criteria.

The selected vendor(s) will be responsible for conducting thorough, unbiased reviews of grant applications and/or RFP responses; applying standardized scoring methodologies; documenting evaluation findings; and providing clear, defensible recommendations that support informed decision-making. This RFQ ensures the organization engages an independent evaluator to strengthen procurement integrity, mitigate conflicts of interest, and ensure compliance with applicable funding, regulatory, and internal governance requirements.

SCOPE OF SERVICES

The selected vendor(s) shall provide independent, objective, and professional Grant Application Review and RFP Evaluation services. Services may be required on an as-needed basis and may include service categories described below.

The selected evaluator will:

- **Complete the review and scoring of all eligible Lifeline-Networked Crisis Center RFP submissions** for the 988 Lifeline Subnetwork, ensuring successful selection of awards for qualifying centers, including:
 - Assessing the completeness of each center's application.
 - Reviewing and scoring the center's required section responses based on the scoring rubric provided by Vibrant.
 - Complete all reviews and scoring within the designated timeframe.
- **Process:**
 - Scoring guidelines will be provided by Vibrant staff.
 - Electronic submission of Crisis Center RFPs will be provided to the Contractor for review and assessment.
 - Contractors will review and submit the Vibrant electronic rating sheet as soon as each review is completed.
 - Possible telephone consultation with Vibrant staff, as needed, to address questions regarding submissions, the review process, or final assessment and award selection.
- Review anticipated range of 70 - 200 submissions across 5 RFPs (1 RFP for each of 5 services). All submissions will be in English: English, Spanish and American Sign Language (example distribution National Backup Voice – 20, Spanish Voice – 7, National Backup Chat & Text – 27, Spanish Chat & Text- 8 Videophone - 2).
- Evaluate proposals according to predefined scoring criteria, including alignment with organizational goals, feasibility, budget justification, and compliance with applicable federal and pass-through guidelines.
- Provide scoring and summary reports for each submission, maintaining confidentiality, and avoiding conflicts of interest.

DELIVERABLES

- Completed score sheets for each submission.
- Summary narrative for each evaluated proposal.
- Final report consolidating scores and key findings by RFP.
- All evaluations and scoring are expected to be completed by June 2026.
- Participation in telephone consultations with Vibrant staff on an as-needed basis.

TIMELINE

- Expected Star Date: May 2026

QUALIFICATIONS

- Experience in **suicide prevention programs** or related behavioral health initiatives.
- Experience evaluating **federal and pass-through grant proposals**.
- Familiarity with **2 CFR 200 compliance** requirements.
- Ability to provide objective, timely, and thorough evaluations.
- Fluency in English; Spanish language review experience is a plus.

EVALUATION CRITERIA

Proposals will be evaluated based on:

- Relevant experience and qualifications (35%)
- Approach and methodology for review (30%)
- Cost and value (20%)
- References / prior work quality (15%)

TERMS AND CONDITIONS

- Vibrant Emotional Health reserves the right to accept or reject any proposal.
- All work products produced under this RFQ will be the property of Vibrant Emotional Health.
- Evaluators must maintain strict confidentiality of all submissions and related information.
- Respondents are requested to present a fee-for-review pricing structure as part of their proposal for the services outlined in this RFQ.

TIMELINE

MILESTONE	DUE DATE
RFQ Issue Date	02/04/2026
All Proposals Due by	02/25/2026 at 2:00 P.M. ET

SUBMISSION REQUIREMENTS

Interested vendors or individuals should submit:

- Resume or CV highlighting relevant experience.
- References or examples of prior grant/RFP evaluation work.
- Proposed approach to conducting evaluations and delivering reports.
- Confirmation of availability during the project timeline.

SUBMISSION DETAILS

Please submit your responses to this RFQ via email to Jay Bergel, Senior Buyer, at jbergel@vibrant.org. The deadline for submission is scheduled for Wednesday, February 25, 2026, at 2:00P.M. (ET). Please note that we will only accept proposals that are submitted on time, and any late submissions will be rejected. If you have any questions about this RFI, please direct them to the contact listed below.

POINT OF CONTACT

Jay Bergel, Senior Buyer
jbergel@vibrant.org