

PENDING DDS APPROVAL FOR FUNDING

REQUEST FOR PROPOSALS

Redwood Coast Regional Center *Respecting Choice in the Redwood Community* **Community Resource Development Plan**

Foster Family Agency for Children **to be located in Del Norte or Humboldt County**

We envision a system of services and supports that acknowledge the person's age, lifestyle preferences and culture, and which is fluid and ever changing.—From RCRC Vision

Redwood Coast Regional Center is one of 21 locally-based nonprofit private corporations that contract with the State of California to develop and coordinate community resources and supports for people with developmental disabilities and their families. Redwood Coast Regional Center serves Californians who reside in Del Norte, Humboldt, Lake, and Mendocino Counties.

Redwood Coast Regional Center (RCRC) is seeking proposals for a licensed foster family agency for children and adolescents with developmental disabilities, including Autism. The purpose for developing this resource is to provide a supportive community living environment for children who have not had adequate support to remain in their family homes. Children supported by this service may need temporary or long-term living arrangements. These children have been identified through RCRC's Community Placement Plan (CPP)- Deflection process. The Community Placement Plan-Deflection process provides services and resources to help a person who is at risk of having to move outside of his or her home area.

COMMUNITY CARE LICENSED FOSTER FAMILY AGENCY

A need has been established for a foster family agency to serve children and adolescents, who may reside in Del Norte, Humboldt, Lake, or Mendocino County. The agency will be located in Del Norte or Humboldt County but may receive referrals from any of the four counties in RCRC's catchment area. This agency will provide professionally skilled supports to foster parents so that children and adolescents supported by the agency can continue to live within the community.

The skilled supports provided to foster parents and children may include a Behaviorist, Marriage and Family Therapist, Licensed Clinical Psychologist, and Intensive Autism Early Intervention Specialist among others. Prospective service providers must have an interest in providing a nurturing family environment for young people with developmental disabilities, helping them make friends, learn new skills, and be included in their local community.

RCRC is seeking a provider who will serve children with a range of support needs. Some children may require support in developing coping strategies for effective self-control; positive communication-based behavioral support; or significant assistance and supervision in self-care and personal safety. Some children may benefit from support with community-based activities that promote inclusive recreational activities that promote social skill development and lead to

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inclusive relationships. In addition, there may be some need to serve children who require ongoing medical supports. Without minimizing the importance of physical health care and management, emotional support and the creation of a sense of mental well-being for each child is paramount. Thus, a “whole person” approach which incorporates the physical, mental, behavioral, and social components of the child’s overall health will be addressed. The goal will be to provide individualized family settings, with supports as needed, for a child to remain in, and contribute to, his or her community- be it at home, at school, or through participation in inclusive recreational activities. Each foster home will serve one to two children maximum.

Agency administrators, staff, contractors, and foster parents will need to implement trauma informed care through both Person Centered Planning processes and Positive Behavioral Support principles, and understand the utilization of behavior as communication. The agency must be able to put into practice an approved curriculum that teaches social/sexual skill development. It is essential that the agency collaborate in a pro-active manner with schools, mental health services, California Children’s Services (CCS), Child Welfare Service/Child Protection Services (CWS/CPS), law enforcement, pediatricians and other health practitioners so that support is consistent between all entities that are involved in the support of the child. The successful applicant will also demonstrate an ability to work, where appropriate, with the family of origin to facilitate reunification. When this is not possible, there will be an attempt to empower the child to move over time to a less restrictive setting within their home community.

GOAL:

The development of a Foster Family agency (FFA) that will support Regional Center eligible children (identified thru CPP), which will work collaboratively with community partners and provide professionally skilled supports to certified families. Children will receive inclusive, quality individualized supports with a family, designed to develop and sustain communication skills, social relationships, emotional expression, positive behavior skills, family relationships, and social-sexual skills.

The agency will sustain family relationships and collaborate with local school districts and other community agencies to support young people and their families. Such skill development, structure, and collaboration is supported by an agency whose staff and foster parents are trained and motivated by the philosophies of trauma informed care, Person Centered Planning, Circles of Friends, and Positive Behavior Supports. The agency will work, where appropriate, with the family of origin to facilitate reunification.

START UP FUNDING:

Up to a maximum of \$100,000 in start up funds is available for the successful applicant. The funds will be awarded to the successful applicant depending on availability of funds and budget proposal. Start-up funding is to be used toward the development/expansion of this service, and may include but is not limited to:

- Lease of Office Space
- Office Equipment
- CCL FFA Certification Process

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- Staff Development (recruitment, training, up to three months wages)
- Consultation with Professionals in the Field of Developmental Services
- General Program Development Costs

Rate Structure:

The Foster Family Agency will utilize two service codes, depending upon the supports required by the child referred to the agency:

- **Service Code 113-** Specialized Residential will be used for long-term support
- **Service Code 090-** Crisis Intervention Facility/Bed will be utilized for temporary supports for those with immediate health and safety needs of the individual referred.

Both service codes require the successful applicant to demonstrate a high level of skill and professionalism in the areas of supporting children and adolescents with disabilities (including autism spectrum disorder) through trauma informed care, Positive Behavioral Supports, Person Centered Planning, and building and maintaining working relationships with other community agencies.

PROPOSALS: All interested parties are required to submit a proposal to Redwood Coast Regional Center. All proposals received by the deadline will be reviewed and scored by a team of evaluators selected by RCRC. Applicants who meet the proposal criteria will be invited to participate in an interview process. *Please email proposals to lthompson@redwoodcoastrc.org no later than 5:00 PM on Monday March 1, 2021.*

In order to be considered for an interview proposals must include the below 10 items.

1. A cover page listing applicant's name, address, phone number, and name of person preparing proposal if other than applicant **Yes___ No___**
2. A description of the applicant's education, experience, and ability to perform, with particular emphasis on experience related to supporting children and adolescents with developmental disabilities, including autism spectrum disorder, who are experiencing situations which put them at risk of losing their home and/or family life in the community. **15 points**
3. Provide a description of the applicant's experience/knowledge of:
 - a) Community Licensing and foster family services **5 points**
 - b) Trauma informed care **5 points**
 - c) Person Centered Planning (child-centered services) **5 points**
 - d) Crisis Management **5 points**
 - e) Teaching Activity of Daily Living Skills (ADL) AND safety and social-sexual skills to children **5 points**
 - f) Positive Behavior Support strategies/including modes of communication **5 points****(30 points total)**

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4. A staff/foster family training plan, which lists training topics for new staff/foster family orientation as well as ongoing training activities for entire agency. **10 points**

5. A statement that discusses plans to assure staff stability and training for office staff and contractors/consultants, as well as strategies that will be used for recruitment, training and on-going support for foster parents. **5 points**

6. A statement that discusses how your agency will build and maintain relationships with community agencies, which may include local school districts, County Mental Health Services, California Children’s Services (CCS), Child Welfare Services (CWS), Community Care Licensing (CCL), local law enforcement, Department of Social Services (DSS), pediatricians and other health practitioners. **10 points**

7. A draft proposed start-up budget AND timeline for development activities. **5 points**

8. A draft proposed budget for on-going services (estimated for the first 12 months of operation) that includes but is not limited to:
 - a) Staff and foster parent training costs
 - b) Consultation services
 - c) Office space costs
 - d) Staff and foster parent wages and benefits. **10 points**

9. A statement that describes the steps the applicant will take to ensure client safety and reduce the risk of individuals supported from being abused, both within and outside of the foster homes. **10 points**

10. A statement outlining the applicant’s plan to serve diverse populations, including, culturally and linguistically diverse populations; examples of the applicant’s commitment to addressing the needs of those diverse populations; and any additional information that the applicant deems relevant to issues of equity and diversity. **5 points**

Questions regarding this request for proposals should be brought to Leah Thompson, CPP Resource Coordinator: (707) 616-2206 or lthompson@redwoodcoastrc.org.

TIMELINE:

January 19, 2021	RFP announcement via website
March 1, 2021	RFP proposal submission to RCRC via email by 5:00 p.m.
Week of March 15, 2021	Proposals Reviewed by RCRC Team
Week of March 29, 2021	Interviews via Zoom for selected applicants
April 1, 2021	Notification of intent to contract

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SERVICE DESIGN:

If a proposal for a Foster Family Agency for children and adolescents is selected, the applicant will be required to develop a written Service Design, pursuant to California State regulations as delineated in Title 17, Title 22, and the Lanterman Act. Both Regional Center approval of the Service Design, as well as successful negotiation of a contract for services, shall be a condition of vendorization.

The Service Design will be written after the completion of a formal orientation process with RCRC which will provide a forum for understanding the foster family agency support model. The Service Design must include service provision outcomes, which result in children being successful in achieving stable and satisfactory lives tailored to their individual preferences and cultures. The Service Design will include strategies that address each child's preferred daily activities and support needs. The focus will be on individualized supports tailored for each child, and with the child's participation, rather than having the child "fit" into an existing "program." Strategies that will be used to structure the environment as needed by each child include clear and known expectations and boundaries for all parties. Provisions for training and retaining stable staff must be incorporated in the Service Design.

Close collaboration between the child's school, family and/or legal representative, RCRC, specialists in behavioral issues, as well as mental health staff may be necessary to ensure that all of the child's support needs are addressed. An emphasis on sustaining family relationships, including opportunities for interaction and visits with the child's primary and extended family members is essential, if appropriate.

TECHNICAL ASSISTANCE:

RCRC staff will provide the person(s) selected through the RFP process with technical assistance as needed in developing and completing the Service Design. Redwood Coast Regional Center is committed to a collaborative process that will support creating a nurturing and growth enhancing living arrangement for children with developmental disabilities in our communities.

Before beginning work on the Foster Family Agency for Children proposal, or if there are any questions regarding this RFP, it is strongly urged that interested parties contact:

**Leah Thompson, Community Placement Plan Resource Coordinator.
(707) 616-2206 OR lthompson@redwoodcoastrc.org**

RCRC reserves the right to withdraw this Request for Proposals (RFP) at any time without prior notice. Further, RCRC makes no representation that any agreement will be awarded to any applicant responding to this RFP. RCRC reserves the right to reject the proposal of any respondent who, in the opinion of RCRC, is not responsible or has previously failed to perform properly, or is not in a position to operate within the service design.