



February 22, 2022

Dear Community Provider,

Capitol County Children's Collaborative, Inc. (CCCC) provides care management services to children and youth experiencing emotional, behavioral, developmental, intellectual, and substance use needs, and their families. As part of our contract with the New Jersey Children's System of Care (CSOC), CCCC has access to limited funds designated for one time use by community organizations to promote and develop new, additional, and/or unique resources addressing an unmet or under-served need in Mercer County.

This letter serves as a "Request for Proposals" (RFP) to develop and/or increase the availability of community based resources to Mercer County youth experiencing emotional, behavioral, developmental, intellectual, and substance use needs, and their families.

A maximum total of \$68,678.46 is available to fund one or more projects. Funding is to be used for expansion or creation of resources available to Mercer County youth experiencing emotional, behavioral, developmental, intellectual, and substance use needs, and their families. All types of projects that result in the expansion or creation of community-based resources will be considered with preference given to those programs that address needs related to:

- Children under 10 years old
- Intellectual/Developmental Disabilities
- Adolescents 18-21 years old (Aging Out)
- Covid-19
- Race Equity and Bilingual Services
- LGBTQ+ Community
- Substance Use Treatment
- Medically Fragile youth

This funding solicitation reflects current needs of youth served by Mercer County's Children's System of Care and the NJ Children's System of Care Community Resource Development (CRD) funding guidelines. Collaborative applications that maximize the impact of these limited funds are encouraged as well as projects that include family participation. The overall goal of this RFP is twofold: to develop and/or increase the availability of resources to Mercer County youth and their families; and to increase positive outcomes for youth experiencing emotional, behavioral, developmental, intellectual, and substance use needs. ***All awards are contingent on the sufficiency and availability of State funding.*** Final decisions regarding grant awards will be at the discretion of the CSOC.

All proposals with attachments shall include the following information specific to this solicitation and will be evaluated based on the "Rating Scale" included with this announcement.



1. Needs Statement:

- Understanding needs of Mercer County youth with emotional, behavioral, developmental, intellectual, and substance use needs especially in regards to Medicaid and Evidence Based Practices (EBPs), promising practices, or best practices, where applicable.
- Understanding of referral needs for all NJ Children's System of Care Partners;
- General and specific knowledge of cultural competencies necessary to be successful in Mercer County

2. Description of Agency and History of Service to Youth and Families:

- Organizational capability to initiate and sustain current and proposed program, preferably Evidence Based Practices (EBPs), promising practices, or best practices, where applicable.

3. Description of Service(s) to be funded:

- Specific implementation plan, informed by a qualified purveyor of that best practice, promising practice, and EBP particularly around fidelity to the model when applicable;
- Activities and services to be provided during the funding period, and those to commence beyond the funding period;
- Background, qualifications, and justification of organization to provide work as part of this proposal;
- Agreement to serve Medicaid-eligible youth and their families;
- Agreement to serve all eligible NJ Children's System of Care youth (No eject - No reject).
- Assurance of equitable access of the service(s) to the identified population
- The effective period or term of the service or activity;

4. Anticipated Outcomes

- Sustainability plan. All projects must demonstrate sustainability after initial funding. Demonstrate that the service is sustainable after the end of the effective term and provide a plan outlining relevant strategies. Please describe how these services will continue into the future, including plans for third party reimbursement and/or client fees.
- Defined anticipated quantifiable deliverables, level of service, and/or outcomes.
- Affirmation of required periodic fiscal and or program reports to demonstrate compliance with the bid requirements

5. Evaluation Methods

- Evaluation of practice or program adherence/fidelity/effectiveness and participation in ongoing outcomes research, if applicable, to the practice or program proposed.
- Documentation of a quality assurance effort and outcomes monitoring plan;

6. Budget

- Exact amount of funds requested and detailed budget for the expenditure of these funds.
- Costs should be reasonable, provide adequate justification of costs SPECIFIC ONLY to this proposal (i.e. overhead costs of agency or salaries not directly related to project are NOT acceptable).



RFP Timeline

Bidders Virtual Conference: Thursday, March 3, 2022 – 11:00 AM

This meeting will be held virtually (via Zoom). This is an informational meeting where questions regarding the RFP process will be addressed. The meeting is not mandatory, but attendance is encouraged. Bidders may use this meeting as technical assistance during the RFP process. Link below; passcode 227779
<https://us02web.zoom.us/j/82194047074?pwd=dThiUTIMMzZiV011K1YrMytleVNpZz09>

Submission Deadline: Thursday, March 31, 2022 at 5:00 PM

Proposals received after this deadline will not be considered for funding. The preferred method for submission for the Request for Proposal is a Word or PDF document attachment via email sent to:

CommunityResources@capitolkids.org

To ensure email delivery, please leave a phone message at 609-584-0888 ext 143 indicating proposal was sent

Proposal Review Meeting: Monday, April 11, 2022 at 10:00 AM

Final Review (as necessary): Wednesday, April 13, 2022 at 1:00 PM

Selected applicants may be invited to present their proposals. Proposals will be evaluated by a review team consisting of members of the Mercer County CIACC, Mercer County Youth Services Commissions, and Capitol County Children's Collaborative (CCCC). Due to time constraints and the volume of applications, not all proposals may be selected for presentation.

Proposal(s) are anticipated to be recommended to NJ-CSOC by **Monday, April 18, 2022** based on the approval of the CCCC Chief Officers. *RFP timelines are subject to change.* Disbursement of funds and program implementation is anticipated for Summer/Fall 2022. The program is expected to run for no longer than twelve (12) months, commencing from the actual date of funding.

Please feel free to contact me at 609-584-0888 ext. 143 if you have any questions. Your consideration of this request is greatly appreciated.

Sincerely,

Ashlee Bright, MSW
Community Resource Manager
Capitol County Children's Collaborative

cc: Michele Madiou, MC CIACC
Board of Trustees, Capitol County Children's Collaborative

Distribution:
CCCC Community Provider List
MC CIACC
MC Youth Services Commission

Post: www.capitolkids.org
www.mercerresourcenet.org