

Ohio Department of Developmental Disabilities

Request for Proposal (RFP)

Strategies for Families

OVERVIEW & MISSION

The Ohio Department of Developmental Disabilities (DODD) is responsible for overseeing a statewide system of services and supports for people with developmental disabilities and their families.

The mission of DODD is continuous improvement of the quality of life for Ohio's citizens with developmental disabilities and their families.

GUIDING PRINCIPLES

DODD will:

- Create less complex service delivery, with fair and logical payment systems that are federally compliant
- Continue to be good stewards of limited resources
- Provide quality outcomes through a combination of people and processes
- Design service delivery models in response to choices made by the people served, in alliance with community supports
- Develop a system-wide vision and long-range strategic plan by listening to our funding partners, constituents and stakeholders

BACKGROUND

In 2014 DODD convened the Strategic Planning Leadership Group (SPLG). The SPLG represented a cross-section of the statewide developmental disabilities community in processes to help set strategic direction, and improve Ohio's developmental disabilities service system during the next ten years. The group's final recommendations, included:

- People who receive services and their families are working together to meet their wants and needs through creative, family-led efforts
- People who receive services and their family members are asked what would be helpful, and resources are aligned to minimize emergencies and maintain people in their current home, when that is the person's choice
- People who receive services and their aging caregivers, along with other family members, are supported by highly-trained facilitators to engage in planning for future needs

As part of the strategic planning process, information was shared with stakeholders from the Wingspread Conference, the national Community of Practice on Supporting Families and a "Human Service Co-op," Arizona Autism United.

To better inform your application, we encourage you to review the following:

DODD SPLG Final Report:

<http://dodd.ohio.gov/OurFuture/Documents/SPLG%20Final%20Report.pdf>

Wingspread Report: <https://www.waisman.wisc.edu/cedd/pdfs/products/family/Wingspread.pdf>

National Community of Practice on Supporting Families: <http://supportstofamilies.org/>

Arizona Autism United: <https://azaunited.org/about/about-aza-united>

PURPOSE

As a result of this work, DODD seeks to increase the number and variety of family-led efforts across the state.

“The overall goal of supporting families, with all of their complexity and diversity, is to maximize their capacity, strengths, and unique abilities so they can best support, nurture, love and facilitate opportunities for achievement of self-determination, interdependence, productivity, integration, and inclusion in all facets of community life for their family members.” (Wingspread report)

Specifically, DODD is seeking proposals from family-led/driven 501(c)3 organizations to do one or more of the following:

1. Create and/or expand planning mechanisms for current and future needs, connecting families with facilitators that understand innovative options within the disability field, but also broader than the available disability services in order to connect to community resources – especially for those families on waitlists. This may include training and developing a cadre of family leaders as facilitators for planning with other families. Funding may also support the facilitation/planning itself.
2. Train and recruit families to serve as support brokers.
3. Provide a “navigator” for families across the lifespan that could help families work within and across public systems (disability, education, aging, social services, etc.) and other available community resources.
4. Identify and develop strategies outside of Medicaid funding for assisting with caregiving/support needs of family member with I/DD, such as Human Services Co-Op, Exchange Networks, etc.
5. Develop or expand regional family networks that help families connect with and support one another, with the goal of increasing the family’s own circle of support and community participation.

The anticipated award period is January 1, 2016 – June 30, 2017.

EXPECTATIONS

Awardees agree to attend DODD's Family Advisory Council.

APPLICATION

Applications will be accepted that contain the following components:

- Cover sheet including:
 - Name of Applicant
 - Title of Applicant
 - Company Name (if applicable)
 - Street address including city, state and zip
 - Tax ID number (if applicable)
 - Phone number
 - Email address
 - Statement of acceptance of all terms
 - Signature
- All required components (1-5) specified below in this RFP
- IRS determination letter of 501(c)(3) status
- State of Ohio Supplier ID: Applicants must be a registered supplier with the State of Ohio prior to the submission of the grant application and must include their State of Ohio Supplier ID with the application. For directions on applying for a State of Ohio Supplier ID, please visit the Office of Ohio Shared Services [website](#). For questions regarding this process, please contact the Office of Ohio Shared Services directly at 1.877.644.6771.

Proposals without these items will not be considered. Proposals may not exceed 15 pages.

SELECTION PROCESS

Providers will be selected based on the responses to questions in the following application, including an agency assessment. Below is the scoring tool that will be utilized in the selection process.

20	The applicant has clearly demonstrated how the organization is family-led/driven, and its mission, vision and values align with DODD's Strategic Planning Leadership Group recommendations.
30	The applicant has clearly indicated the purpose(s) of their proposal and developed a concrete plan that includes realistic, specific action steps and timelines.
20	The applicant demonstrates success in current efforts to support families, including collaboration with community partners.
10	The applicant had identified project leads and demonstrated their capacity to take on the work.

10	The provider’s application demonstrates sustainability of this effort beyond the project period.
10	Costs are reasonable.
	Additional points may be awarded for those proposals that demonstrate regional/area collaboration and/or multi-agency involvement/approaches (i.e., multiple agencies coming together to do various pieces of the work, letters of support, etc.).

APPLICATION

1. Describe the history, mission, vision and values of your organization. Include a table of organization and list of board members. Specifically indicate how your organization is family-led.
2. Describe your organization’s current efforts to support families, including the number of families regularly involved/reached and the area(s) of the state you cover. Include any collaboration, formal or informal agreements, etc. with other agencies/organizations in your area related to supporting families.
3. Of the families regularly involved/reached, approximately what percent are receiving Medicaid waiver services or other paid supports? What percent are not/are waiting for services?
4. Of items 1-5 listed in the “Purpose” section above, what item(s) do you plan to pursue?
5. Describe your organizations plan to achieve this purpose. Applicants are encouraged to use SMART (Specific, Measurable, Attainable, Relevant, Timeline) format or a Logic Model. Plans must also include:
 - a. Priority areas and goals/benchmarks/outcome measures related to your efforts (i.e., priority are might be families on waitlist, families of children in early intervention, all families across the lifespan; and goal might be to reach 75% of families, facilitate a planning process with 25% of those families and connect them with unpaid supports/resources/other families, etc.).
 - a. Develop a budget associated with your strategies and timelines. This budget should be presented in terms of deliverables. You may include information on how your budget was developed (i.e., staff time, technical resources, technology, etc.), but funds will be awarded based on deliverables (i.e., train 4 facilitators -- \$XXX; host X café conversations for families -- \$XXX, etc.).

- b. Identify staff/volunteers/etc. who will be leading this effort within your organization, their current role/level of involvement, responsibilities and ways in which their job might change (how those changes will be handled) in order to take on this work. This applicant requires awardees to designate at least one person to regularly participate in DODD's Family Advisory Council – please indicate who that person will be.
- c. Describe applicant's long-term goal for supporting families, and specify how those efforts will be sustained beyond the project period. This should include, but is not limited to commitments, formal or informal partnership(s) or involvement of other agencies (i.e., County Board of DD, Mental Health and Addiction Services, Criminal Justice, etc.). Letters of support encouraged.

Questions regarding the application can be directed to Cathy Hutzel at Cathy.Hutzel@dodd.ohio.gov.

Submission of Applications by e-mail only. E-mail applications should be submitted to Cathy.Hutzel@dodd.ohio.gov, and are due by 5 p.m. on Friday, December 4, 2015. Applicants will be notified of their selection by December 18, 2015.