

**Request for Proposal (RFP)**  
**Addressing Barriers to Providing Evidenced-Based Early Intervention Using a Core Early Intervention Professional Team**

**Background:**

The Ohio Department of Developmental Disabilities (DODD) is responsible for overseeing a statewide system of supports and services for people with developmental disabilities and their families. This system includes interagency coordination of Early Intervention Services. The Ohio Department of Health (ODH) is lead agency of Part C of the Individuals with Disabilities Education Act (IDEA) Early Intervention, which is part of the larger Help Me Grow system. Both DODD and ODH develop, implement and monitor service provision (OAC 3701-8).

In June, 2014, The Ohio Department of Health (ODH) and DODD formally adopted the research based “Agreed upon mission and key principles for providing early intervention services in natural environments” [Workgroup on Principles and Practices in Natural Environments, OSEP TA Community of Practice: Part C Settings. (2008, March).

[ectacenter.org/~pdfs/topics/families/Finalmissionandprinciples3\\_11\\_08.pdf](http://ectacenter.org/~pdfs/topics/families/Finalmissionandprinciples3_11_08.pdf)],

“Early intervention builds upon and provides supports and resources to assist family members and caregivers to enhance children’s learning and development through everyday learning opportunities.

To realize this mission, the Early Intervention (EI) system is built upon seven key principles:

1. Infants and toddlers learn best through everyday experiences and interactions with familiar people in familiar contexts;
2. All families, with the necessary supports and resources, can enhance their children’s learning and development;
3. The primary role of a service provider in early intervention is to work with and support family members and caregivers in children’s lives;
4. The early intervention process, from initial contacts through transition, must be dynamic and individualized to reflect the child’s and family members’ preferences, learning styles and cultural beliefs;
5. IFSP outcomes must be functional and based on children’s and families’ needs and family-identified priorities;
6. The family’s priorities, needs and interests are addressed most appropriately by a primary provider who represents and receives team and community support; and
7. Interventions with young children and family members must be based on explicit principles, validated practices, best available research, and relevant laws and regulations. “

Since these recommendations were adopted ODH and DODD have engaged stakeholders in discussions about the intent and requirements of IDEA, the research and literature about the evidence for best practice in providing EI services, and the process for creating and articulating a clear, unified, consistent message for the provision of early intervention services.

**Purpose:**

DODD is seeking to promote:

- Creative local processes which continue the movement of all current and potential service providers in shifting practices to meet the federal requirements for EI services
- Service provision aligned with the seven key principles; and
- Expanded access for eligible children and families across Ohio through a core EI team.

EI communities will identify and address barriers to providing evidenced-based practices to all families eligible for early intervention within the selected community. Grants will be awarded for 1 year.

**Definitions:**

“Applicant” – any agency or individual, or group of individuals and/or agencies.

“Core Early Intervention Professional (EIP) Team”-- includes HMG Service Coordinator (HMG SC), Occupational Therapist (OT), Physical Therapist (PT), Developmental Specialist (DS), Speech and Language Pathologist (SLP).

“EI Community”—a group of Early Intervention service providers who come together to create a Core EIP Team, from any geographical or political subdivisions.

**Application:**

Only applications that contain all of the following components will be considered:

- 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)
  - State of Ohio Vendor ID (if applicable)
  - Phone number
  - Email address
  - Signature
- All required components (1-4) specified below in this RFP. Proposals may not exceed 15 pages.

**Application reviews and grant awards:** (\$250,000 total award)

EI communities will be selected using a competitive process. In addition to the RFP application submitted, the HMG County grant application indicating the availability of core EIP teams and early track data service utilization in the proposed EI community will be evaluated. Applications will be reviewed and scored on a scale from 0-100 (100 being the maximum awarded points) according to the following components:

1. A written description of the process used to identify and gain commitment from the participants in the EI community, and the barriers encountered or anticipated in creating a new EI community that includes a core EIP team and the provision of services consistent with the seven key principles.
  - a. Include the name and role of core EIP team members and individual(s) responsible for oversight of grant funds and activities (5 pts);
  - b. How barriers were identified (10 points); and
  - c. The specific barriers this RFP will address. (10 pts) **25 pts total**
  
2. A detailed plan on how the applicant will address the barriers and sustainability including:
  - a. How the identified barriers will be reduced or eliminated; (5 pts)
  - b. Implementation strategies following the required September 2015 core EIP team training; (Use SMART strategies: Specific, Measurable, Attainable, Relevant, Timeline to this RFP); (10 pts) and
  - c. How the core EIP team will be sustained once funding is complete. (10 pts) **Total 25 pts**
  
3. A budget for requested supports/equipment/resources to address the identified barriers.
  - a. Amount requested (5 pts); and
  - b. Justification (include how budget determined and how requested items are relevant to addressing the goals of this RFP and addressing identified barriers. (20 pts) **Total 25 pts**
  
4. Written statement from each core EIP team member of commitment to:
  - a. Regular attendance at team meetings;
  - b. Attend 2-day training in September 2015 and participate in a 6 month follow up coaching activities (October through March or November 2015 through April 2016); and
  - c. Commit to full implementation of evidence-based practices following the two-day training in September. **Total 25 pts**

Applications that reflect multi-system/agency/community teams will be given up to 10 extra points.