



Request for Proposals

San Andreas Regional Center, Self-Determination Advisory Committee

Issued on September 11, 2020

Deadline for submission: September 18, 2020

Self-Determination Advisory Committees (SDAC) were established by law to provide oversight of the Self Determination Program (SDP) and make recommendations for improvement to each local regional center and the Department of Developmental Services. Periodically, funds are granted by the Department of Developmental Services (DDS) to the SDAC and Regional Centers to support the implementation of the SDP. The San Andreas Regional Center Self Determination Advisory Committee is seeking proposals from interested parties to carry out one or more of the projects which the committee wishes to fund.

Allocation Amount:

Up to \$71,630

Payment:

Monthly invoicing is based on number of unit hours of service delivery and an agreed to hourly rate of reimbursement.

Proposal Due Date:

Close of Business September 18, 2020.

Proposal Submission:

Submit Proposals vis email to David Grady, Regional Manager, State Council on Developmental Disability at david.grady@scdd.ca.gov

Flow of Funds

Funds encumbered must be expended by March 2022.

Please submit questions to david.grady@scdd.ca.gov. Expect up to 48 hours for a response.

SDAC representative in review of proposal may contact applicant for additional information or clarification.

Proposals are being accepted for the following projects:

- a. **Project for Self-Determination Trainings for Individuals, Families, and Support Teams:** Create, implement, and complete an ongoing project for Self-Determination Trainings for Individuals, Families, and Support Teams. The project design to include Self Determination Training at least six times per grant cycle and include information about one or all aspects of self-determination including, orientation, person centered planning, budget planning and negotiation, spending plan development and negotiation, self-determination, individual plan development, Financial Management Services, and implementation of self-determination services.

- b. **Project for community outreach about the availability of self-determination to all clients of Regional Center in June of 2021:** Create, implement and complete an ongoing project for Community Outreach about the opening of self-determination to all clients of Regional Center in June of 2021. The project design to offer ongoing outreach to regional center clients and support teams not involved in self-determination and include information about self-determination, enrollment in self-determination, orientation, person centered planning, budget planning and negotiation, spending plan development and negotiation, self-determination individual plan development, Financial Management Services, implementation of self-determination services.

- c. **Project to train and support self-determination individuals, families, facilitators, and regional center staff on the process of negotiating budgets and spending plans:** Create, implement and complete an ongoing training and support project to self-determination individuals, families, facilitators, and regional center staff on the process of negotiating budgets and spending plans.

- d. **Facilitator training project:** Create, implement, and complete a Facilitator Training project with the intent of further developing and expanding a Facilitator Network within the San Andreas Regional Center catchment. The strategy to include ongoing Independent Facilitator Trainings at least one time per quarter during the grant cycle,

and ongoing advanced skill training provided at least one time per quarter during the grant cycle. Advanced skill training can, but is not limited to, include person centered planning, budget and spending planning, plan implementation, community resource development, system navigation, and service negotiation.

All projects, at a minimum, to consist of a planning curriculum, training locations (including online), marketing and outreach strategies, registration, and completion documentation, trainer qualifications, materials development and distribution plans, participant demographics and project outcomes, including measures for success based on project indicators. Please indicate training formats and the expectation on the number of people served.

Essential Criteria for all Proposals:

Project Development must be based on statutory requirements, best practices and input from the Advisory Committee.

80% of all funds utilized must target underserved communities. Underserved communities for the purposes of this grant include individuals (clients of the regional center) in self-determination, residents of rural communities, non-English speaking, low-income, and minority communities. Project grantees will translate all training and materials into Spanish, Mandarin, Vietnamese, and other languages upon request or as directed by the Self-Determination Advisory Committee leadership or staff.

Project grantees will work in collaboration with other Allocation grant projects.

At least 80% of the expenditures to be utilized for training activities. 20% of the expenditures to be utilized for marketing and outreach.

Project grantees to attend all monthly Self-Determination Advisory Committee meetings and provide monthly updates and reports.

Monthly written progress and expenditure reporting to SDAC staff and leadership.

Ongoing communication with Self-Determination Advisory Committee leadership, and staff.

Application Process:

In a narrative format using the bullet points below as headings include the following:

- Proposers Information and Business Type (Non-profit, sole proprietary, school, etc.)
- Contact Information (Name, address, phone, and email).
- Project Title
 - Include which projects proposal will address
- Project Fund Request and matching resources (if any).
 - Include budget worksheet
- Project Narrative (Do not exceed 4 pages)
 - Include: project goal, methodology, outcome measures and evaluations, strategy to reach out to underserved communities, and plans to meet translation and interpretation needs.
 - Outreach Strategy
 - Within the Project Narrative include a formal outreach strategy that will identify methods to inform and include underserved communities in project activity as well as the broader developmental services community.
- Proposer's Qualifications
 - Include experience in self-determination, working within the developmental service system, or related activities.
- Potential Collaborations
- Include two references.

Evaluation Process:

Proposals to be evaluated on a 39-point scale based on the following:

- Proposers Information and Type (Non-profit, sole proprietary, school, etc.) --**1 point**
- Contact Information -- **1 point**
- Project Title – **1 point**
 - Include which projects proposal will address
- Project Fund Request and matching resources (if any) – **2 points**
 - Include budget worksheet
- Project Narrative (Do not exceed 4 pages) – **25 points**

- Include: methodology, outcome measures and evaluations, strategy to reach out to underserved communities, and plans to meet translation and interpretation needs.
- Proposer's Qualifications – **5 points**
 - Include experience in self-determination, working within the developmental service system, or related activities.
- Potential Collaborations – **2 points**
- References – **2 points**

Thank you for your interest in these projects. Awardees to be determined by September 29, 2020.