



Date: April 15, 2024
To: All Interested Providers
From: Self-Determination Local Advisory Committee & Kern Regional Center
RE: Request for Proposal for Use of Self-Determination Implementation Funds Fiscal Year 2022/2023

Kern Regional Center (KRC) along with the local Self-Determination Advisory Committee (SDLAC) is requesting proposals from an individual and or organization interested in assisting KRC consumers learn about and transition into the Self -Determination Program. A [Narrative](#) outlining the priority areas that need to be addressed and a [Scoring Method](#), which identifies the weight given to various aspects of the proposal, is available as a reference.

All proposals must be received no later than **April 30th, 2024**, and should be submitted electronically to Melanie Waters, KRC Dental Coordinator/SDP Liaison at mwaters@kernrc.org. Selection of proposals will be discussed and made during the SDLAC meeting to be held on May 6th, 2024. Information on this meeting can be found at www.kernrc.org.

Employees of the State of California, State Council on Developmental Disabilities (SCDD), Department of Developmental Disability (DDS), and Kern Regional Center (KRC) are not eligible to submit a proposal. Each applicant must sign a Business Associate Agreement (BAA) with Kern Regional Center (KRC). All applicants must demonstrate familiarity of the Lanterman Act.

Kern Regional Center Self-Determination Local Advisory Committee
Request for Proposals for Use of Self-Determination Implementation Funds
Fiscal Year 2022/2023

KRC is a private non-profit agency under contract with the State Department of Developmental Services to provide services to persons with developmental disabilities in Kern, Inyo, and Mono Counties. Developmental disabilities include intellectual disabilities, cerebral palsy, autism, epilepsy, and other neurological conditions.

Consistent with the Lanterman Developmental Disabilities Services Act and the promotion of community-based services for all people with developmental disabilities, Kern Regional Center's local Self-Determination Advisory Committee (SDLAC), in collaboration with Kern Regional Center, is currently accepting proposals and invites the community at large to develop resources in Kern, Inyo, and Mono Counties in the category specified below. The SDLAC encourages all interested and qualified parties to submit a proposal in response to the items included in this Request for Proposal (RFP). The SDLAC looks forward to a collaborative relationship with respondents to the RFP who propose creative and innovative services.

The RFP calls for the development of services to support the implementation of the Self-Determination Program (SDP). SDP is a voluntary regional center program that provides participants with an individual budget, which they use to purchase the services/activities/items and the care/support they need to carry out and achieve their person-centered plan (PCP) and Individual Program Plan (IPP). For many, the SDP has been life changing because it provides more choice, independence, freedom and control for regional center clients and their families. For example, participants and families may purchase services from traditional providers or local businesses, hire support workers directly, or negotiate unique arrangements with groups and individuals in their communities. People with disabilities are in charge of their own lives, not the professionals or systems that support them. For more information on the SDP, you may visit: www.dds.ca.gov/initiatives/sdp/.

Funds in the amount of up to \$78,024.99 have been allocated by DDS to Kern Regional Center (KRC) to support the implementation of the SDP. Base funding was allocated among the regional centers with the remaining funds allocated based on the share of active consumers (status 2) that are non-white at each regional center. Funding will be allocated as follows: (1) Base funding \$ 47,620.00; (2) share of funding of active Consumers that self-identify as non-white \$30,404.99. The SDLAC requests that any individual and/or organization interested in presenting a proposal to the SDLAC to assist with promoting/mass marketing of the SDP, assist clients and families in understanding the SDP, identifying independent facilitators and Fiscal Management Services, training to create a person-centered plan, budget and spending plan, and assisting and

encouraging participants and families to transition to the SDP are invited to present a proposal to provide some or all of the identified services.

DDS has identified the following priority areas for funding, including:

- Recruitment and training of independent facilitators
- Joint training for participants, families, regional center, SDLAC members and others
- Support or coaching in making the transition to SDP
- Assistance with spending plan development
- Orientation support
- Collaborative groups/workshops to foster ongoing, shared learning and problem-solving opportunities.

Additionally, KRC's SDLAC has highlighted "Outreach Activities" as a key strategy toward implementing the DDS priorities stated above, now and in the future. Furthermore, the SDLAC has emphasized the need for services and SDP related written materials to be provided in Spanish as well as in English languages. KRC is willing to collaborate with the awardees by sharing resources and current written materials.

SDLAC has identified the following priority areas under "Outreach Activities" to include but not limited to:

- Resource Fairs
- Video development for SDP (videos must be in plain language and accessible to individuals with developmental &/or intellectual disabilities)
- Question and Answer Sessions
- Mass marketing campaign
- Vendor Training sessions

The suggestions are not exclusive. A proposal shall include the proposed cost for services provided.

Priority areas for the funding include:

Outreach Activities – Meant to reach numerous people and to bring knowledge and expertise on a particular topic to the public. To include but are not limited to resource fairs, community events, health and wellness events, video development for SDP, question and answer sessions, mass marketing campaign and vendor training sessions.

Orientation Needs – Costs of providing orientation including, but not limited to, modifying/printing materials, speakers/presenters' expenses, meeting space expenses, translation/interpreters, etc.

Recruitment/Training of Independent Facilitators – Costs associated with increasing the number of available independent facilitators. This could include, but is not limited to, recruitment, development and/or provision of training, translation/interpreters, costs related to the provision of training, etc.

Collaborative Groups/Workshops – Ongoing and/or periodic meetings for participants and families, providers, etc., to provide learning and problem-solving opportunities. Costs could include, but are not limited to, speakers/presenters' travel expenses, translation/interpreters, materials, meeting space expenses, etc. This may involve coordinating with LVACs/participants in other areas to increase the scope of the learning opportunities/information sharing.

Joint Training – Training for participants, families, regional center staff and members of local volunteer advisory committees, etc. Joint trainings should focus on shared learning opportunities that increase the collective understanding of all involved with SDP. Costs could include, but are not limited to, development and/or provision of training, translation/interpreters, costs related to the provision of training, etc.

Support/Coaching for Transition to SDP – Support for participants in transitioning to SDP. This could include support in areas such as deciding which financial management service model is the best fit for a participant, suggestions for recruiting/hiring employees, how to establish backup staffing plans, etc.

Initial Spending Plan Development – Support in developing the participant's use of their individual budget through their spending plan, which may include consultation with a financial management service.

Additional Identified Needs – Items/activities, which will support the needs of participants and implementation of the program.

Link to DDS Directive: <https://www.dds.ca.gov/initiatives/sdp/program-directives/#collapse-panel-12>

Click on guidance within the September 27, 2022, update to download the complete document in English.

Haga clic en la palabra “guidance” en la página debajo de septiembre 27, 2022 para bajar el archivo completo en inglés.

All proposals must be received no later than **April 30th, 2024**, and should be submitted electronically to Melanie Waters, KRC Dental Coordinator/SDP Liaison at mwaters@kernrc.org. Selection of proposals will be discussed and made at the next SDLAC meeting to be held on May 6th, 2024.

Applicant Qualifications and Roles – The proposal must describe the applicant’s qualifications such as work activities, expertise, knowledge, and experience. Experience should include examples of similar related individual and family support work.

Some key qualifications that will be considered:

- Knowledge of the Self Determination Program
- Person-centered approach and understanding of the HCBS final rule
- Experience navigating the various systems of care.
- Understand and be active in the developmental disability community
- Problem-solving skills
- Flexibility
- Speak preferred languages for the underrepresented communities
- Preference to applicants that reflect the demographics of Kern Regional Center
- Proven experience and success in outreach to underrepresented communities
- Experience organizing and giving presentations to inform and attract participants to the SDP
- Experience with data collection and analysis of the outcomes

Work Plan – The proposal should include a concise, but detailed description of the activities to be conducted and completed by the applicant. The work plan should include a budget that breaks down the overall cost of the project completion and how many individuals would be supported during the contract period.

References – May be requested upon review of proposal.

Scoring Method -

Proposals will be reviewed and evaluated on the following criteria:

1. Qualifications (25%)
2. Scope of Proposal (30%)
3. Work Plan (30%)
4. Budget (15%)

Please respond to the following, if applicable, **Responda** a lo siguiente, si corresponde,

1. Submitter(s) should explain **what kind of support they want to provide and why they are qualified** to provide this service to participants and families entering the Self Determination Program. Submitter(s) should also explain their knowledge of the Lanterman Act.
La persona entregando esta solicitud debe explicarse **que tipo de apoyo quieren proveer y porque están calificados** para proporcionar el servicio a participantes y familias entrando al programa de la autodeterminación. Los solicitantes también deben explicar su conocimiento de la ley de autodeterminación y de la Ley Lanterman.

2. How many Self-Determination participants do you hope to serve? (It is not necessary to help large numbers, but having a plan helps us understand the possible impact of your project).
¿A cuántos participantes del Programa de Autodeterminación esperan servir con su programa/plan de entrenamiento? (No es necesario ayudar a muchas personas, pero identificar el impacto nos ayudara a entender el posible impacto su proyecto.)

3. What will a person know after completing this program/training? Explain what someone completing your training should know. A list is fine.
¿Qué va a saber una persona quien participe en su proyecto después del programa/entrenamiento? Explique lo que alguien que complete su entrenamiento debe saber. Una lista está bien.

4. Our plan includes support in:
Nuestro plan de apoyo incluye:
 - a. English/inglés
 - b. Spanish/español
 - c. Other/otro

5. Explain your plan.
Explique su plan.

6. Describe your mass marketing plan to assist in promoting SDP to all individuals served by Kern Regional Center. Note, marketing plan must consider the diverse nature (culturally and linguistically) of KRC's catchment area.

Describa su plan de mercadeo masivo para ayudar a promover SDP a todas las personas atendidas por el Centro Regional Kern. Tenga en cuenta que el plan de marketing debe tener en cuenta la naturaleza diversa (cultural y lingüísticamente) del área de influencia de KRC.