



Dear Community Provider:

Tri County Care Management Organization (TCCMO) 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), TCCMO has access to limited funds designated for one time use by community organizations to promote and develop new or additional resources addressing an unmet or underserved need in Hunterdon, Somerset and Warren Counties (tri-county area).

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

A maximum total of **\$67,697.70** is available to fund one or more projects. Funding is to be used for expansion or creation of resources available to tri-county area 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 (data sources used in preparation of this RFP can be found at the end of this document) related to:

#### **Needs related to Suicide Prevention**

- Assessment tools to identify at-risk youth
- Prevention programs for at-risk youth with suicidal ideation and substance use
- Early intervention programs to identify youth at risk of developing a need for clinical substance use treatment

#### **Needs related to Substance Use Treatment**

- Increased screening and treatment for substance use among youth and adolescents
- Early identification of youth with substance use or co-occurring disorder and early intervention
- Programs (particularly group therapy) which support co-occurring mental health substance use diagnosis
- Programs engaging both youth and parents in targeting prevention of substance use
- Expansion of outreach and awareness of available services
- Educate youth, parents, schools, and families on mental health and substance use education to reduce stigma and increase engagement for community services

#### **Needs related to Mental Health Services**

- Increased Medicaid outpatient services (Counseling, IOP, PHP, Groups, Medication Management)
- Reductions in waiting lists for services
- Availability of medication monitoring and other psychiatric services
- Programs that promote awareness of mental health services and access knowledge



### Needs related to Intellectual and Developmental Disabilities

- Services and interventions for behavior modification
- Transitioning youth and those with complex and acute needs
- Social and recreational services that are inclusive of differently abled youth

### Needs related to Increased Bilingual Services Access

- Supportive programs to address and mitigate barriers in access
- Mental health services for youth in Spanish
- Mental and physical health access to services for undocumented youth and families

This funding solicitation reflects current needs of youth served by Hunterdon, Somerset and Warren Counties (tri county) 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 Tri 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 CSOC funding.* Final decisions regarding grant awards will be at the discretion of CSOC.

All proposals with attachments shall include the following information specific to this solicitation and will be evaluated based on the Proposal Rating Score included with this announcement:

#### 1. Needs Statement:

- An explanation of the proposed activity(ies) or service need(s) referencing the needs assessment data and identified areas of need in Hunterdon, Somerset and Warren Counties;
- Understanding needs of Hunterdon, Somerset and Warren County youth with emotional, behavioral, developmental, intellectual, and substance use needs especially in regard 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 Hunterdon, Somerset and Warren 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);
  - 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, 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. 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;
  - Describe how the services will continue into the future, including a growth plan, plans for third party reimbursement or client fees, etc.
7. Budget
- Exact amount of funds requested and detailed budget for the expenditure of these funds;
  - Funds are not intended to purchase services for specific individuals or families and funds cannot be used to supplement DCF-contracted services;
  - Funds cannot be used for capital expenditures, including the acquisition of maintenance of fixed assets such as land, buildings, vehicles and equipment;
  - 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 Timelines*

**Grant Overview/Q&A Sessions:**  
**Tuesday, November 28<sup>th</sup> 11:00am**  
**and Tuesday, December 19<sup>th</sup> 11:00am**

Each session serves as an informational meeting wherein interested applicants will be able to ask questions and receive information regarding the scope, implementation and grant requirements. The meeting is not mandatory but attendance is strongly encouraged. The meeting will be held virtually; to request link, email [Damos@tricountycmo.org](mailto:Damos@tricountycmo.org).

**Proposal Submission Deadline: 12:00 pm Friday, January 5, 2024**

Proposals received after this deadline or incomplete proposals will not be considered for funding. All proposals shall include the information listed in the **Tri County CMO Community Resource Development Funds Application** and will be evaluated based on the **Tri County CMO Community Resource Development Funds Request for Proposals Rating Scale**. The preferred method for submission for the Request for Proposal is a Word or PDF document attachment via email sent to: [Damos@tricountycmo.org](mailto:Damos@tricountycmo.org). To ensure email delivery, please leave a phone message at 908-526-3900 ext 127 that the proposal was sent.

**Tri County CMO Submission of CRD Funding Recommendations to CSOC**  
**Monday, February 5, 2024**

Proposals are anticipated to be recommended to NJ-CSOC based on the approval of the Tri County CMO CEO. RFP timelines are subject to change.

**Announcement of CRD Funding Award: Monday, April 15, 2024**

CSOC will notify TCCMO of approved proposals. Upon approval, TCCMO and awardee(s) will sign MOU supporting CRD award.

**Disbursement of funds and program implementation is anticipated for July 1, 2024**

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 908-526-3900 ext 127 if you have any questions. Your consideration of this request is appreciated.

Sincerely,

Deja Amos, MSW  
Chief Development Officer  
Tri County CMO

cc: James Parauda LSW  
TCCMO Chief Executive Officer

**Distribution:**

TCCMO Community Provider List  
CIACC Member List-Hunterdon/Somerset/Warren  
Youth Services Commission Member List-Hunterdon/Somerset/Warren  
Human Services Advisory Council-Hunterdon/Somerset/Warren  
Professional Advisory Committee of the County Mental Health and Substance Abuse Divisions-  
Hunterdon/Somerset/Warren

**Post:**

TCCMO Website  
Tri County Resource Net

-----  
Data Sources:

- o HSAC Needs Assessments:  
[https://www.nj.gov/dcf/about/divisions/opma/hsac\\_needs\\_assessment.html](https://www.nj.gov/dcf/about/divisions/opma/hsac_needs_assessment.html)
- o DCF Commissioner's Dashboard: <https://www.nj.gov/dcf/childdata/continuous/index.html>
- o DCP&P Dashboard:  
<https://www.nj.gov/dcf/childdata/protection/index.html>
- o DCF Rutgers Data Hub and Portal:  
<https://njchilddata.rutgers.edu/>
- o NJ DOH COVID Data Dashboard:  
[https://www.nj.gov/health/cd/topics/covid2019\\_dashboard.shtml](https://www.nj.gov/health/cd/topics/covid2019_dashboard.shtml)
- o Kids Count: New Jersey Kids Count 2020 | Advocates for Children of New Jersey (acnj.org):  
<https://acnj.org/kids-count/>