

**ABLE Account Education and Financial Guidance for Youth in Care**  
Community Based Therapeutic and Supportive Services  
**Call for Proposals**

- A.1. GOAL:** The Illinois Department of Children and Family Services (DCFS) requests proposals from responsible Offerors, including those who have not provided services in the past, to meet its needs for Community Based Therapeutic and Supportive Services for youth and families that require Community Based Therapeutic and Supportive Services. The Department seeks to increase its capacity and accessibility to traditional and nontraditional services and support for youth and family members living in community settings.

The Department believes Youth with emotional and behavioral health challenges should be served in their home communities, in family settings and be provided the supports to thrive. DCFS resource development is committed to ensuring that there are effective support services for both youth and family living in a family setting.

- A.2. SERVICES REQUIRED:** In order to meet current youth and family needs and the Department's long-term vision of Youth, including those with higher needs, to be served in family setting, the Department seeks to increase the provider network of Community Based Therapeutic and Supportive Services. The needs of youth and families living in the community vary, but in all cases the youth have a history of abuse and neglect which impacts the child and caregivers. These youth and families (foster, relative, fictive, biological) require a variety of both traditional and nontraditional mental and stabilization services that promote placement stability and permanency. Providers will have the capacity to deliver formal and informal therapeutic services and supports which promote placement stability, permanency, and when necessary, crisis stabilization.

For this Call for Proposals, Service Providers shall provide, or partner with other community providers to deliver culturally competent, community-based, trauma-informed services which include but are not limited to:

**Project Title:** ABLE Account Education and Financial Guidance for Youth in Care

**Target Population:** Youth in Care ages 14-21 who are diagnosed with a medical, psychiatric, or developmental disability; and youth for whom a portion of their Social Security benefit is deposited into in an ABLE account by DCFS and pursuant to 20 ILCS 505/5.56

**Target Number of Youth to be Served:** As of 05/01/23, there are 500 youth who are in the target population and in need of ABLE Account education.

**Scope of Services:** Propose the delivery of a developmentally appropriate ABLE Account Education program that includes a uniform curriculum tailored for youth in care who are in the target population. The curriculum content should include: a description of ABLE account, rights/responsibilities, process to access funds, allowable withdrawals, tax implications/penalties, understanding interest accrual, and financial planning.

Propose and describe training methods (i.e., e-learning, instructor-led training, video-based training) that can be delivered to youth with disabilities and adapted based on the physical, intellectual, and/or mental impairments of the training recipients. The adaptations should include accommodations for youth with visual, hearing, learning, physical limitations, and youth receiving psychopharmacology for a mental health condition.

Benchmarks for training:

- Delivered within 30-days of turning age 14 or from when the ABLE account is opened.
- Refresher training every 12-months through age 21 which includes an emphasis on ABLE account rights/responsibilities and annual notification of account balance.

In collaboration with the DCFS-Office of Children's Accounts manage the caseload of the ABLE Accounts by identifying youth eligible for the education program. Propose an outreach strategy to enroll youth in ABLE education and track completions for all benchmarks. Provide notification of ABLE education completion to assigned permanency worker and identified contact person in the DCFS-Office of Children's Accounts and DCFS-Office of the Guardianship Administrator.

DCFS will determine and approve the transfer of ABLE accounts for youth attaining the age of majority after consideration of the following:

- Appropriateness and eligibility for a representative payee.
- Clinical and case information that assess youth decision-making and judgement.
- Input from the youth on their wishes for the account.
- Legal requirements as outlined by social security and state guidelines

Propose a financial planning and counseling strategy to assist youth who are approaching age 18 and for whom DCFS has determined will become the primary ABLE account owner. The strategy should include 1-on-1 counseling by a Financial Planner with best practices for financial goal setting/planning and include: identifying financial goals, setting a budget, building an emergency fund, reduce debt and investing for the future.

DCFS anticipates awarding the contract to serve all Regions Statewide to the offeror whose proposal encompasses all aspects of this Call for Proposals. These contracts shall have a term of six (6) years commencing upon the last dated signature of the Parties.

This Call for Proposals is exempt from the requirements of the Illinois Procurement Code under the Purchase of Care exemption provided in 30 ILCS 500/1-10(b)(3). However, recipients will be required to complete the Department's specific contractual requirements, including licensing requirements, prior to awarding a contract or grant agreement.

### A.3. PRE-SUBMISSION CONFERENCE

A non-mandatory Pre-Submission Conference is scheduled via Webex video conference for the purpose of explaining the Call for Proposal process and the submission requirements.

Webex Video Meeting allows you to view information presented on-screen. To join the Webex via the internet, click on the meeting link below:

Date: 08/29/2023 Time: 1:00pm

**Join from the meeting link**

<https://illinois.webex.com/illinois/j.php?MTID=m66721524f1e82fa52700b92a6dac98e8>

**Join by meeting number**

Meeting number (access code): 2630 898 8464

Meeting password: axZxwPbR523

**Tap to join from a mobile device (attendees only)**

[+1-415-655-0002,26308988464###](tel:+1-415-655-0002,26308988464###) US Toll

**Join by phone**

+1-415-655-0002 US Toll

[Global call-in numbers](#)

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### A.4. OFFEROR'S PROPOSED SOLUTION TO MEET DCFS' REQUIREMENTS:

The information provided below is intended to be used as a general guide and is not intended to be a complete list of all work necessary to complete the project. Offerors will need to include additional scope details as part of their project proposal.

For purposes of responding to this Call for Proposals, DCFS is not interested in a high-level, generic project plan. The Offeror's Comprehensive Plan should demonstrate a well thought out sequencing of steps, reports, etc. appropriate to responsibly implement ABLE Account Education and Financial Guidance for Youth in Care. Include

plausible timelines and assumptions. Offeror's plan must describe all other assumptions utilized in developing the proposed plan.

- A.4.1. Executive Summary: Please concisely demonstrate your understanding of the nature and magnitude of this project. Please clearly explain why the organization believes that it is qualified to perform the work and will include a commitment to perform these services in compliance with this Call for Proposals.
- A.4.2. Briefly describe your organization's qualifications, including but not limited to its organizational structure, business operations, and total number of employees to collectively provide Community Based Therapeutic and Supportive Services for youth and families.
- A.4.3. Describe your organization's past/current experience in child welfare, human services, and social services.
- A.4.4. Describe your organization's experience in developing and delivering training curriculum and providing interventions to youth with disabilities.
- A.4.5. Describe the staff roles in your organization who will deliver the programming.
- A.4.6. How does the proposed programming compliment/collaborate with YouthCare, existing Programming, procedures 302 (Services Delivered by the Department), Procedures 304 (Access to and Eligibility for Child Welfare Services) and 359 (Authorized Child Payments)?
- A.4.7. Demonstrate how the proposed programming offers a multidisciplinary approach to service delivery?
- A.4.8. Describe how supervision will be provided to support the program.
- A.4.9. Identify and describe the supports (i.e., resources, services, goods a/o commodities) that will be available to children, youth, and families in the program.
- A.4.10. What is the projected client capacity, including age ranges?
- A.4.11. Offeror shall submit a plan that details the program evaluation and continuous quality assurance plan.
- A.4.12. DCFS is seeking creative and innovative new approaches to providing Community Based Therapeutic and Supportive Services for youth and families. Describe any innovations Offeror has developed or offers to advance to DCFS. For each case, briefly outline the organization's solutions, and the anticipated results.
- A.4.13. Cost analysis: Rate determination should include allocation for staffing and resources. Provider should consider the number of clients served per month and per fiscal year.

#### **A.5. WHERE SERVICES ARE TO BE PERFORMED**

- A.5.1. Offeror shall disclose the geographic locations within the State of Illinois where it has the ability to perform services.

A.5.2. Community based services are required by multiple Services Providers Statewide, in each of the DCFS Regions.

A.5.3. Location(s) where services will be performed:

City	County	State	IL Region

A.5.4. Is there opportunity for expansion to other Regions of the State?

**A.6. SUBMISSION OF PROPOSALS**

A.6.1. Due Date: September 29<sup>th</sup>, at 5:00 PM Local Time

A.6.2. Submit completed Proposal and Cost Analysis to: [DCFS.CallForProposals@illinois.gov](mailto:DCFS.CallForProposals@illinois.gov)

A.6.3. **IMPORTANT:** Enter “DCFS ABLE Account Education and Financial Guidance for Youth in Care” in the Subject Line of your Proposal email - DCFS has released multiple Calls for Proposals (CFP) and it is important for DCFS evaluators to know which CFP you are responding to.