

**Community-Based INTENSIVE IN-HOME SERVICES FOR INTACT FAMILIES**  
**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:

**Intensive In-Home Services Intact Families:** Serving youth and families involved with Intact Family services. Services would be community-based programming that provides an array of critical, intensive therapeutic interventions and/or facilitation services to achieve stabilization. Services may include both traditional and nontraditional mental health services including individual therapy, family support, psychosocial education, tutoring, mentoring etc. The Provider shall offer the services and interventions directly and/or shall arrange the availability of selected services and interventions through formal arrangements via subcontracts and Memoranda of Agreement with other community providers. Delivery of these successful services will be timely, individualized; stabilize family-based placements; facilitate youth and relational development; and ensure the safety, permanency, and wellbeing of youth and family.

DCFS anticipates awarding multiple contracts in all Regions Statewide to all offerors 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: 08/24/2023 Time: 3:00pm

**Join from the meeting link**

<https://illinois.webex.com/illinois/j.php?MTID=ma6e1f904fec25e1ccec411dcd0bb234d>

**Join by meeting number**

Meeting number (access code): 2633 023 1388

Meeting password: d9Xh6RCBg4v

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

[+1-415-655-0002](tel:+1-415-655-0002),26330231388## 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 Community Based Therapeutic and Supportive Services for youth and families. 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 delivering crisis, short-term stabilization interventions to youth.
- 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 15<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 CFP Intensive In-Home Services Intact Families” 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.