

**REQUEST FOR PROPOSAL**  
**For Day Program in Butte County**  
**Awarded to California Vocations**  
**On May 5, 2014**

**RFP Date:** April 17, 2014

**TO:** All interested Parties

**FROM:** Far Northern Regional Center (FNRC) Community Services Division

**RE:** Request for Proposals for the development of an Adult Day Program for individuals with Developmental Disabilities and Behavioral Challenges in Butte County

FNRC is seeking a vendor to develop and implement a licensed Adult Day Program designed to serve individuals with a developmental disability and severe behaviors in Butte County. Start up funds are available for this project through the Community Placement Plan (CPP) up to \$60,000.00. There is a statewide median rate for the on-going services for this program.

Prospective vendors would submit a proposal for day program services that would support individuals with a variety of developmental disability and behavioral issues. The proposal should describe a program of comprehensive day services including behavior support, social activities, community integration activities, volunteer activities, possible vocational activities and other services provided individually and in a group format. This proposal must describe how the individual's choices, needs, and desires are supported and respected and how the services meet the intent of the FNRC Values and Expectations Statement. (See information on RFPs on the FNRC web site.

All interested parties are required to submit a proposal to FNRC.

Proposals must include:

1. A cover page listing the applicant's name, address, phone number, name of the person preparing the proposal if other than the applicant.
2. A description of applicant's education, experience related to the field of developmental disabilities, experience with similar projects, and ability to complete the project.
3. A statement of applicant's goals and expected outcomes in providing behavioral day support services.
4. A description of how applicant will assess the level of support required to meet lifestyle preference of the people served so they can achieve a high level of satisfaction with the services.
5. A statement of how applicant will plan for staff stability and training.
6. A statement of the type of consultants to be used.
7. A budget for the start up funds.

Please submit the proposal to:

Kathy Lusher, Resource Development/Quality Assurance Specialist  
Far Northern Regional Center  
1377 E. Lassen Avenue, Chico, CA 95973  
530-895-8633 or email [klusher@farnorthernrc.org](mailto:klusher@farnorthernrc.org)

Deadline for submission of proposals is May 5, 2014 by 5 pm.

All proposals submitted by the deadline will be reviewed by the FNRC selection committee.

**Program Design:**

If a proposal is selected, the applicant will be required to develop a written program design which meets the requirement of Title 17.

FNRC reserves the right to withdraw this RFP at any time without prior notice. Furthermore, FNRC makes no representation that any agreement will be awarded to any applicant responding to the RFP. FNRC reserves the right to reject the proposal of any respondent who, in the opinion of FNRC is not responsible or has previously failed to perform properly, or is not in a position to operate a day program.