

NOTICE OF FUNDING AVAILABILITY

STATE OF NEW JERSEY DEPARTMENT OF HUMAN SERVICES DIVISION OF DEVELOPMENTAL DISABILITIES

NADD Competency-Based Intellectual/Developmental Disability and Co-Occurring Mental Health Needs Dual Diagnosis Direct Support Professional Certification Pilot

TAKE NOTICE that, in compliance with N.J.S.A. 52:14-34.4, 34.5 and 34.6, the Division of Developmental Disabilities (DDD) hereby announces the availability of program funds described herein.

Program Name: NADD Competency-Based Intellectual/Developmental Disability and Co-Occurring Mental Health Needs Dual Diagnosis Direct Support Professional Certification Pilot.

Purpose: The New Jersey Department of Human Services (DHS), Division of Developmental Disabilities (DDD) is issuing this Request for Proposal (RFP) for provider agencies to support a minimum of 10%, up to a maximum of 100%, of their eligible direct support professionals (DSPs) in obtaining the National Association of the Dually Diagnosed (NADD) Competency-Based Intellectual/Developmental Disabilities and Co-Occurring Mental Health Needs Dual Diagnosis Direct Support Professional Certification

This RFP is also open to Financial Management Services (FMS) vendors administering either of the DDD self-directed service models, Agency with Choice (AwC) or Vendor Fiscal/Employer Agent (VF/EA), to support eligible self-directed employees (SDEs) in obtaining the NADD Competency-Based Intellectual/Developmental Disabilities and Co-Occurring Mental Health Needs Dual Diagnosis DSP Certification.

Available Funding Amount: Total funding available for this RFP, contingent on State appropriations, is \$3,000,000.00 (\$3M). The State will allocate \$1,000.00 per participating employee to successful bidders.

Who Can Apply/Bidder Qualifications: To be eligible for consideration, bidders must meet the following requirements:

- The bidder must be a non-profit, for-profit, or governmental entity.
- The bidder must be a DDD/Medicaid-approved agency with a proven history of providing one-to-one, small group, or congregate setting direct support to persons with IDD, and/or must be a Financial Management Services vendor currently administering one of the DDD self-directed service models.

- A DDD/Medicaid-approved provider agency must have all outstanding Plans of Correction submitted to DDD for approval prior to submitting a proposal.
- The bidder must be fiscally viable based upon an assessment of the bidder’s audited financial statements. If a bidder is determined, at DDD’s sole discretion, to be insolvent or to present insolvency within the twelve (12) months after bid submission, DDD will deem the bidder ineligible for contract award.
- The bidder must not appear on the State of New Jersey [Consolidated Debarment Report](#) or be suspended or debarred by any other State or Federal entity from receiving funds.
- Pursuant to DHS Contract Policy and Information Manual Policy Circular 8.05, the bidder shall not have a conflict, or the appearance of a conflict, between the private interests and the official responsibilities of a person in a position of trust. Persons in a position of trust include Provider Agency staff members, officers and Governing Board Members. A bidder must have written Conflict of Interest policies and procedures that satisfy the requirements of P8.05, thereby ensuring that paid Board members do not participate in transactions except as expressly provided in the P8.05 circular.
- Pursuant to N.J.S.A. 52:32-44, a for-profit applicant and each proposed subcontractor must have a valid Business Registration Certificate on file with the Division of Revenue, (i.e., this statutory requirement does not apply to non-profit organizations, private colleges and universities, or state and municipal agencies).

Proposal Procedure: Effective July 22, 2024, the RFP is available on the NJ Department of Human Services [Request for Proposals /Information](#) webpage. Proposals must comport with the RFP requirements and instructions.

Proposal Receiving Office: Diane Flynn
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 NJ Division of Developmental Disabilities
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Proposal Submission Deadline: Proposals must be received by 5 p.m. ET on September 4, 2024.

July 18, 2024

Sarah Adelman, Commissioner

Date