A MEMBER OF NJCMO

October 30, 2026

REQUEST FOR PROPOSALS

Dear Community Providers,

The New Jersey Department of Children and Families (NJDCF) Children's System of Care (CSOC) and CGS Family Partnership, Inc. (CGS) announce the availability of Community Resource Development Funds (CRDF). The available CRDF of **$67,697.00** (less may be applied for) is contingent on the sufficiency and availability of CSOC funding. Final decisions regarding grant awards will be at the discretion of CSOC.

CGS is contracted with the NJDCF to provide care management services to children and youth experiencing emotional, behavioral, developmental, intellectual, and substance use needs, and their families in Cumberland, Gloucester, and Salem Counties.

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

These funds are designated solely for the purpose of developing or expanding existing sustainable community resources or services based on the unmet needs of youth and families in Cumberland, Gloucester, or Salem Counties. CRD Funds cannot be used to purchase services. CGS will have access to limited CRD Funds designated for one time use by community organizations to promote and develop new, additional, and/or unique resources to address an unmet or under-addressed need(s) in Cumberland, Gloucester, and Salem Counties. The initial program is expected to serve children and or families for one year with CRDF and to continue the program with sustainable funding sources after the initial year.

Gloucester, Cumberland and Salem County Community Resource Funds Needs Assessment Fiscal Year 2028

In New Jersey's Children's System of Care (CSOC), a determination of developmental disability (DD) eligibility means that a youth has officially met the state's legal criteria for specialized intellectual and developmental disability (I/DD) services (Perform Care, 2026). Recent New Jersey data from Rutgers Data Map | Data Hub indicate that the number of youth determined eligible for DD services is increasing. Without appropriate support, intellectual and developmental disabilities can impact a youth's health and functioning not limited to self-care, communication, independent living, and social relationships.

Social skills programs for youth with IDD can produce high success rates—often 70–90% improvement in targeted skills—when implemented with fidelity, tailored to the individual, and sustained over time. These gains translate to better friendships, participation, and quality of life.: Laugeson et al 2012.pdf.

FY2028 CGS RFP Description

Based on the needs assessment, the purpose of this Request for Proposals (RFP) is to fund a proposal (s) from a local organization (s) to expand or create a structured, evidence-based **Social/Life Skills Learning Program for youth with Intellectual and Developmental Disabilities ages 7-11 and/or 12-18.**

This structured, evidence-based, or evidence informed program should deliver training/content participants can apply to real-world settings. The awarded program should include a multimodal teaching approach (bilingual, if needed). Examples of teaching methods include, but are not limited to behavioral skills training, video modeling, and role-play. Individualized participant goals must align with participant's identified needs.

Proposals which provide this service in all three counties (Cumberland, Gloucester, and Salem) or address barriers to access (i.e., transportation, bilingual) will receive increased consideration. Additionally, the awarded program will provide at least one nutritious meal during participation and should address barriers, to the best of their ability, which could cause some youth not to participate in the service. As with all CSOC and CGS sponsored programming, linking the youth to additional wraparound services, when needed, should be a part of the program design.

Youth who are eligible for services through CSOC, DCPP, and other child serving systems will be eligible to participate. **All youth**, including youth with or without intellectual and/or developmental disabilities, may be included in the program design under the No Eject/ No Reject policy adopted by CSOC and CGS.

Collaborative and innovative applications, supported by data 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 youth and their families; and to increase positive outcomes for youth with intellectual/developmental needs in Cumberland, Gloucester, and Salem Counties.

This funding solicitation reflects the needs of youth in Cumberland, Gloucester and Salem Counties as well as youth served by these counties Local Systems of Care and the NJ Children's System of Care Community Resource Development (CRD) funding guidelines.

Please feel free to contact me directly by dialing 856.341.6453 or by email at CRD@cgscmo.org if you have any questions. Thank you so much for your consideration to improve the lives of our most vulnerable youth and families.

Sincerely,

James Sampson
Director of Community Resources, CGS Family Partnership, Inc.

RFP Distribution List

- CSOC Leadership
- CIACC member and distribution lists in Cumberland, Gloucester, and Salem Counties
- Youth Services Commission in Cumberland, Gloucester, and Salem Counties
- Human Services Advisory Council in Cumberland, Gloucester, and Salem Counties
- CGS Community Provider List
- Special Education Directors in Cumberland, Gloucester, and Salem Counties
- CGS Staff and Board of Directors
- Posted on: www.cgscmo.org and www.cgsresourcenet.org

Timeline for FY 2028

Virtual Bidder's Q&A Meeting: 10:00 AM, Wednesday, December 2, 2026
This sole meeting will be held virtually. Bidders who would like to attend can Click here to join on the day of the meeting. Or you may request the meeting Zoom link from our Community Resource Department at CRD@cgscmo.org. Attendance is optional but encouraged.

During this informational meeting, staff from our Community Resource Department (CRD) will answer any questions regarding the RFP purpose, timeline, and CARI checks.

Proposals Submission Deadline: 5:00 PM, Friday, December 18, 2026
All proposals shall include the information listed in ***Appendix I –Community Resource Development Funds Application*** and will be evaluated based on the ***Appendix II - CRD Funds Proposal Proposals Rating Scale***. The preferred submission format is a Word or PDF document attached via email sent to:

> **Submit proposals by email to CGS Community Resource Department at CRD@cgscmo.org and copy proposals to James Sampson, Director of Community Resources at jsampson@cgscmo.org.**

CRD will also accept proposals through the United States Postal Service, USPS and same day delivery services, before the 5 PM deadline on Friday December 18, 2026. If sent by USPS, respondents are encouraged to leave a text message (856. 341.6453) or email at CRD@cgscmo.org to confirm your proposal was received. Incomplete proposals or proposals received after this deadline will not be considered.

CSOC Completes Funding Recommendation(s) to CSOC: March 26, 2027
CRD will submit recommended proposal(s) to DCF's Children's System of Care for review and approval.

CSOC Funding Approval Date: May 14, 2027
CSOC will notify CRD of the funding approval decision.

CGS Award Notification: May 15, 2027
CGS Community Resource Department will notify the awarded entity by phone and official email.

Disbursement of CRD Funding and Program Implementation: July 1, 2027
It is the expectation of NJDCF and CGS that the chosen entity initiates the proposed programming by July 1, 2027. CGS will disburse funds to the awarded entity once funds are made available by NJDCF. FY27 CRD

Funds are designated to help support the chosen program in accordance with the proposed budget for 12 months. After the initial year, the awarded entity is expected to continue the program with sustainable funding.

Program Reporting to CGS

Three (3) reports in total will be due. One (1) start up launch report 30 days after implementation. One (1) 2027-year end Progress Report. And finally, one (1) 2028 fiscal year end outcome report.

CARI Checks

Any agencies funded by DCF, are subject to the Child Abuse Record Information (CARI) background check requirement mandated by N.J.S.A. 9:6-8.10f. As of October 1, 2019, the CARI Online Application System is available to DCF affiliated agencies to create an account and submit CARI applications.

A requirement that any awarded agency must obtain CARI checks on all staff that will provide direct service to youth under the age of 18 years old is now in effect. The awarded agency must provide a CARI check certification form to the CMO stating all checks have been completed, and all staff that will participate have met the CARI requirements.

Steps to register for CARI checks

When CMO identifies an agency as the potential CRD awardee, they will direct the awardee to follow the process as listed below.

1. The applicant will register as a business with the State of NJ and receive an Employee Identification number (75.00 fee) and a tax ID number. The step-by-step process is provided at https://business.nj.gov/ where you can both register your business to receive your EIN and receive a tax ID number.

2. Once these numbers have been assigned, please visit https://www.njstart.gov/bso/ to create a record, and acquire a vendor identification number. ($150.00 fee)

3. The final step will be to follow the instructions and register with the CARI unit and submit for CARI checks (see below).

4. CARI will notify the agency if their staff are clear or if they need to be terminated. CARI will require a signed verification that the unapproved staff are no longer with the organization.

5. Once the agency has completed this process, they will submit the CARI Certification form to the CMO, as it will need to be included in the submission of the Proposal and recommendation to CSOC.

(Certification form language is included at the end of this guidance)

6. Fees associated with the registration process for CARI may be included in the agencies' budget proposal.

Accessing the CARI System

To access the CARI Online Application System, each agency will need to set up a facility account by visiting https://www.njportal.com/dcf/cari Agencies will identify an administrator to create and maintain the facility account, and who will be responsible for submitting and receiving CARI applications and results. The above-mentioned website will prompt the identified administrator to "Create a New CARI Account" and will provide tutorials for setting up the facility account. When creating an account, select "Department of Children and Families – Community Partners" from the drop-down selection of Program/Application Types.

To set up a CARI account, the agency administrator will then need to provide their agency's Vendor Identification Number, which is the letter "V" followed by 8 digits. Next, the administrator will be prompted to create a My New Jersey account username. This will be the username and password used by the account administrator to log in to the Online Application System moving forward.

The Online Application System will allow the account administrator to invite agency staff to complete an online CARI form and to check the status of submitted applications. Employees will be able to complete the electronic CARI application through an emailed link, or on-site at the agency.

The employee can complete the application using a personal computer or smart phone; however, the email invitation link will expire after two weeks. All completed CARI checks are returned through the Online Application System, and the results will be emailed directly to the facility account administrator.

CRD CARI Check Attestation

CGS will provide the awarded entity with a CARI Check Attestation form which the awarded agency will be required to complete, sign, and submit to CGS.

Appendix I – Community Resource Development Funds Application

Legal Name of Organization:
Date of RFP:
Mailing Address:
Contact:
Telephone:
Fax:
Email:
Address and Phone *(if different from above)*

Please also include in your proposal information for each of the numbered application topics listed below.

1. **Organizational Overview and History**
    - Organizational capability to initiate and sustain current and proposed programs, preferably Evidence Based Practices (EBPs), promising practices, or best practices, where applicable (mission, time in existence, current programs).

2. **Needs Statement**
    - Understanding needs of youth in Cumberland, Gloucester, and Salem Counties with emotional, behavioral, developmental, intellectual, and substance use needs especially regarding 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 Cumberland, Gloucester, and Salem Counites.

***** Important -** Please cite data sources. Data sources referenced in this RFP and recommended data sources are listed in Appendix III.* ***Data sources are not limited to those listed in Appendix III. Bidder may provide additional credible data sources *****

3. **Impact & Accessibility (Reducing barriers to access)**
    - What is the potential reach or impact of the proposed services/programming (number of youth, diversity or needs of youth served, impact across Cumberland, Gloucester, Salem)?
    - Are transportation and accessibility needs addressed (location, any assistance with transportation, easily accessible for people with different mobility needs, multiple locations, etc.)?
    - How are participants recruited to participate? Does recruitment promote a broader reach of participation for youth eligible for CSOC & DCPP services?
4. **Description of Service(s) to be funded**
    - Specific implementation plan, informed by a qualified purveyor of that best practice, promising practice, or evidence-based practice, 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.

5. **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 any plans for third party reimbursement, funding, 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.

6. **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.

7. **Budget**
    - Exact amount of funds requested and detailed budget for the expenditure of these funds.

8. **Sustainability**
    - Does the proposal demonstrate a clear path to sustainability for the expanded or new service or program?

Appendix II - CRD Funds Proposals Rating Scale

Organizational Overview and History - *10 points*

- Is the agency well equipped and experienced providing services to youth and families who are experiencing emotional, behavioral, developmental, intellectual, and substance use needs? Is the agency duly prepared to operate the service or program element for which funding is applied?

Needs Statement - *20 points*

- Are the needs of the community which this proposal aims to address well-articulated and based on reliable sources of information and data?
- Do the needs cited in the proposal coincide with the criteria for usage of funds targeted to agencies serving youth and families experiencing serious emotional, behavioral, developmental, intellectual, and substance use needs?
- Does the need statement address the development of new services where service expansion is necessary because services cannot be secured through an existing agency; or is service availability non-existent?
- Do the needs cited in the proposal coincide with service need priorities identified by local planning bodies?
- Demonstrate an understanding of referral needs for all NJ Children's System of Care Partners.
- General and specific knowledge of cultural considerations necessary to be successful in Cumberland, Gloucester, and Salem Counties.

Impact & Accessibility (Reducing barriers to access) *15 points*

- What is the potential reach or impact of the proposed services/programming (number of youth, diversity or needs of youth served, impact across Cumberland, Gloucester, Salem)?
- Are transportation and accessibility needs addressed (location, any assistance with transportation, easily accessible for people with different mobility needs, multiple locations, etc.)?
- How are participants recruited to participate? Does recruitment promote a broader reach of participation for youth eligible for CSOC & DCPP services?

Description of Service (s) to be funded - *20 points*

- Is the target population and number youth and families to be served identified?
- Describe program components and how they differ from existing programs. Is the description of the service(s) or program element well-articulated, reasonably attainable and based on best practice models?
- What are the staffing considerations? Does the proposal articulate the staffing structure of the proposed program or service?
- Is value to the community and inclusivity articulated?
- What is the implementation plan and schedule? Is there a clear plan on how to implement and start/expand the program? Include effective period or term of the service or activity.
- Embodiment of CSOC values including No eject - No reject policy and an agreement to serve Medicaid-eligible youth and their families, all eligible youth in Cumberland, Gloucester and Salem Counties.

Program Evaluation Methods and Outcome Indicators - *10 points*

- Are the anticipated outcomes quantifiable deliverables, level of service, and/or outcomes realistic, measurable, observable, and verifiable?
- Are the outcomes relevant to the need(s) that the program aims to address and the services to be provided?
- Does the project demonstrate sustainability after initial funding?

- Does the proposal describe how services will be evaluated, including how case activity will be monitored, and accountability will be assured?
- Is there an adequate description of administration and programmatic and fiscal oversight of the program or service?
- Does the proposal acknowledge the obligation to provide reports of activity to CGS Family Partnership, Inc.? OBJ
- Evaluation of practice or program adherence/fidelity/effectiveness and participation in ongoing outcomes research, if applicable, to the practice or program proposed.
- Documentation of quality assurance effort and outcomes monitoring plan
- Affirmation of required periodic fiscal and or program reports to demonstrate compliance with the bid requirements.

Program Budget - *15 points*

- Is a complete and clear budget included?
- Is the budget reasonable based on established rates for services and the amount of funds available?
- Does the budget account for all staff, supplies, and services included in the description of service(s) or program element to be funded (either through fund request or match by other funding source)?
- Are other funding sources cited viable to be applied as a match to community resource development funds?
- Is the service for which funding is requested clearly a new service/program element or expansion of services/programs not otherwise funded by another source?

Sustainability *10 points*

- Does the proposal demonstrate a clear path to sustainability for the expanded or new service or program?

Appendix III - Data Sources

In addition to the suggested data sources cited below, Bidder's may include data sources from their own research to support their proposals.

CIACC Dashboards: All Reports

HSAC Needs Assessments: HSAC County Needs Assessment

DCF Commissioner's Dashboard: DCF Services

DCF Rutgers Data Hub and Portal: NJ Child Welfare Data Hub | Data Hub

Example of a Successful Social Skills Program: s10803-024-06433-z.pdf

Example of a Successful Social Skills Program: The Superhero Project

Benefits of Afterschool Programs for Youth with Intellectual and Developmental Disabilities | USU

Positive Youth Development - The Annie E. Casey Foundation

Gloucester County Needs Assessment Report 2020.pdf

CumberlandCountyHSACNeedsAssessmentReport2020.pdf

Salem County Needs Assessment Report 2020.pdf

MentalHealthAcademicAchievement_2020