



Suzanne Siverio Kreie, LCSW ☐ Chief Executive Officer

June 28, 2017

Dear Community Service Provider:

The Middlesex County Care Management Organization, Coordinated Family Care, is pleased to offer Resource Development Funds. This funding is available to community-based providers that are interested in expanding their ability to provide services that will include all children throughout Middlesex County who may or may not be involved in the Children's System of Care.

CFC is a non-profit organization dedicated to assisting children with emotional, social, behavioral, developmental, and substance abuse needs. As the Care Management Organization, CFC uses a wraparound model of care to design, implement and manage Individual Services Plans (ISPs) that are specific to a child's individual strengths and complex needs. The wraparound model of care is a philosophy that is child-centered, family driven and community based. The Nurtured Heart Approach is incorporated into this philosophy by highlighting the "greatness" of youth and families we serve. Emphasis is placed on the strengths of the child, family, and community. The highest priority of CFC is to keep children in their schools, homes and their communities - where they belong.

The success of our efforts to help children and families is greatly dependent upon our ability to develop new or enhance community-based services. Our current areas of need have been identified as: 1.)Nurtured Heart Parenting Program 2.)Health & Wellness Services 3.)Supportive Programming to increase parental involvement for youth on Probation. You may apply for one area or multiple areas however it is not required to apply for all. Our continued commitment to linking our youth with sustainable resources during their enrollment with our agency as well as during their transition remains our priority. We are anticipating collaborating with other organizations to ensure youth and families of Middlesex County are successful while accessing supportive services. Please see the outline below for you to utilize as a guide for your proposal.

Strong consideration will be given to services addressing the priority areas; however all proposals of any kind received will be considered:

Applications will be reviewed by the RFP committee using the following criteria:

- Provider embodies the values of the Children's System of Care and Coordinated Family Care; services are family-centered, strengths-based,



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culturally competent, individualized, community based and easily accessible.

- Services are tailored to meet the needs of the children and families in Middlesex County.
- Provider agrees to a “no eject, no reject” policy for children referred by Coordinated Family Care.
- Provider agrees to working in partnership with Coordinated Family Care and other community based resources.
- Provider has the ability to document and measure service outcomes.
- Costs to families are reasonable.
- Services are sustainable after initial assistance from Coordinated Family Care.

**Nurtured Heart Parenting Program:** This service will incorporate the Nurtured Heart Approach curriculum in a group and individual setting for parents/caregivers seeking parenting support. Referrals can be either from the community or the Care Management Organization directly.

**Health & Wellness Services:** This service will include group based activities where CFC youth along with other community involved youth are engaged in a physical wellness activity. They will also receive individualized sessions as a source of emotional support while focusing on their health and medical needs. This service goal will also be to broaden the youth’s knowledge base about the importance of their mental health or medical diagnosis. Exploration of convenient recreational activities available to them and other health interests such a good nutrition as needed will be identified as well. For example, please search (Girls on the Run Programming – [www.girlsontherun.org](http://www.girlsontherun.org))

**Parental Involvement (youth on Probation):** This service will include support to both the youth on probation as well as their parents. Areas of focus should include some teaching of how the court system functions as a whole and what that means for their child. Tasks such as court appearances and communication with the Probation Department should be included.



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CFC is excited to provide these funds, and to help meet the needs of our families. Enclosed you will find an application packet and related materials, the submission deadline is July 19, 2017 11:59pm, no exceptions will be made.

For further information, please contact the ***Resource Development Manager, Lisa Murray-Williams, at (732) 572-3663 ext. 103. Please also visit our website for these documents: [www.coordinatedfamilycare.org](http://www.coordinatedfamilycare.org)***

Sincerely,

Suzanne S. Kreie  
Chief Executive Officer



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APPLICATION FOR RESOURCE DEVELOPMENT FUNDS

AMOUNT AVAILABLE - \$25,000

Programming is expected to be available from September 2017 through June 2018

COVER SHEET

Date of Request: \_\_\_\_\_

Contact person for this proposal: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Please check answers as indicated below:**

Have you ever been a Resource Development Fund recipient? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, did you achieve your set goal? Yes \_\_\_\_\_ No \_\_\_\_\_ Partially \_\_\_\_\_

What was the level of achievement? Full level of achievement \_\_\_\_\_ No level of achievement \_\_\_\_\_ Partial Level of achievement \_\_\_\_\_

In what year were you a recipient? \_\_\_\_\_

Do those services still exist? Explain how or why not?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever received a Resource Development Fund from another Care Management Organization? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please list each CMO \_\_\_\_\_

Is this proposal to provide a new service or expand an existing service?

\_\_\_\_\_

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\*Please be sure to include this cover sheet & components sheet when submitting proposals.



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## Proposal Components

- Organizational Overview:** Please provide a brief overview of your organization, including mission statement, length of existence, existing programs, incorporation and tax status.
- Proposed Project:** Describe the new service or program to be implemented with this grant, including demographics of populations to be served and specific program components. How will this differ from your existing services? How will this project benefit children and families residing in or living in Middlesex County? Include how your organization will staff this project, hours of operation, staff qualifications, staff to child ratios, length of the program, days & hours of the week, etc.
- Program Evaluation and Outcome Indicators:** Describe the measurable outcomes of this proposed service (i.e. behavior changes, skills developed, etc). Mid & final program evaluations will be required. Please include timelines.
- Proposed Budget:** Attach a proposed budget for this project including line items, total costs and brief line item narrative. Providers will be paid based on service utilization, invoicing should be submitted on a quarterly basis. All services are expected to begin by September 5, 2017; Invoicing will begin November 1, 2017.
- Sustainability:** Describe how this project will be sustained after this one time only funding ends.
- Cultural Competence:** Describe how services will be provided to Spanish Speaking families and /or language spoken by the client population. Language needs of families cannot be a barrier to receiving services.
- Collaboration:** Include how services will be provided while partnering with other local agencies, businesses, and local non-profits.

Submit cover sheet and completed proposals by July 19, 2017, 11:59 pm to:

Lisa Murray-Williams  
Resource Development Manager  
Coordinated Family Care  
30 Silver Line Drive, Suite 1  
North Brunswick, NJ 08902  
Fax: (732) 246-1468