

## COVID-19: What we know today

### **Providers to Resume Full Compliance with DODD Rules re: Hiring and Training DSPs**

During the COVID-19 Pandemic, DODD had granted certain flexibilities to certified providers and ICFs regarding the hiring and training of direct support professionals (DSPs). Effective September 1, 2021, providers will be expected to resume full compliance with all rules applicable to the hiring and training of DSPs, except for flexibilities around initial training and First Aid/CPR described at the link below.

[View Compliance Rules](#)

### **Recommendations re: COVID resurgence**

A Provider trade association recently made the following recommendations for Providers: Re-engage unvaccinated staff and residents/participants with information about the spread of the Delta variant and its infectiousness and urge them to become vaccinated. While breakthrough cases occur, the vaccine reduces the likelihood of infection, particularly severe infection, hospitalization, and death. Also of note is that more hospital systems in Ohio have announced vaccine mandates for staff as the Ohio Hospital Association announced its support of mandates two days ago.

Refresh, re-examine, and potentially strengthen your infection control procedures to prevent COVID-19 entry into your homes or day service buildings. Key items include source control, screening, physical distancing and increased cleaning both in your service locations and while staff and the people they serve are out in the community.

Another thing to watch is local public health advisories, such as county-level masking recommendations. Although generally these advisories do not apply to health care, they are relevant to residents who go out into the community and of course to staff who reside in the community.

### **MEORC Provider Policy Library**

MEORC has a Provider Policy Library full of templates for you to use. You can find them in the Provider Resources section of their website.

[https://meorc365-my.sharepoint.com/personal/pchappell\\_meorc\\_com/\\_layouts/15/onedrive.aspx?id=%2Fpersonal%2Fpchappell%5Fmeorc%5Fcom%2FDocuments%2FProvider%20Policy%20Template%20Library&originalPath=aHR0cHM6Ly9tZW9yYzM2NS1teS5zaGFyZXBvaW50LmNvbS86ZjovZy9wZXJzb25hbC9wY2hhcHBlbGxibWVvcnNfY29tL0VuMmNQSHNFaVRGS21JTW03V3E3eURvQnU0dVdndUJnRmNkbyVHZjNicFl1b1E%5FcnRpbWU9S251bUNYOVCyVWc](https://meorc365-my.sharepoint.com/personal/pchappell_meorc_com/_layouts/15/onedrive.aspx?id=%2Fpersonal%2Fpchappell%5Fmeorc%5Fcom%2FDocuments%2FProvider%20Policy%20Template%20Library&originalPath=aHR0cHM6Ly9tZW9yYzM2NS1teS5zaGFyZXBvaW50LmNvbS86ZjovZy9wZXJzb25hbC9wY2hhcHBlbGxibWVvcnNfY29tL0VuMmNQSHNFaVRGS21JTW03V3E3eURvQnU0dVdndUJnRmNkbyVHZjNicFl1b1E%5FcnRpbWU9S251bUNYOVCyVWc)

### **Requests for Proposals - Building Innovative Service Models Grant**

DODD is seeking proposals from eligible applicants to work with selected Subject Matter Experts to create an assessment, plan, and roadmap to expand innovative business strategies

that adjust and align current business practices. The overall objective of this RFP is to support DODD-certified providers as they transform their organizational structures and fiscal strategies from facility-based to community-based service delivery models, including a focus on technology and assistive technology strategies in creating innovative practices, with an emphasis on supporting people with complex needs. The RFP is attached and more info. is linked below.

[More Information](#)

### **OADSP Direct Support Professional Appreciation Event**



Coinciding with 2021's National DSP Recognition Week, OADSP's Recognition Event is a true occasion, offering Direct Support Professionals from around the state the opportunity to gather together and bask in acknowledgement and appreciation for the essential work they carry out all year.

DATE & TIME: Tuesday, September 14, 2021 10 a.m. to 4 p.m.

LOCATION: [COSI \(Center of Science & Industry\)](#) 333 W Broad St - Columbus - 43215

COST: Free! – includes parking, lunch, speakers, activities, entertainment, DSP gifts, and more!

[Register Here!](#)

Ohio Department of Developmental Disabilities  
Grant Opportunity

Request for Proposal (RFP)

**Building Innovative Services Models Providers – FY 2022-23**

Proposals must be received by 12:00pm, 9/22/2021

Proposals received after this time will not be scored.

All proposals and correspondence must be sent to  
[DODD.Grant.Applications@dodd.ohio.gov](mailto:DODD.Grant.Applications@dodd.ohio.gov)

## **DODD Mission & Guiding Principles**

The Ohio Department of Developmental Disabilities is committed to improving the quality of life for Ohioans with developmental disabilities and their families.

DODD will:

- Create less complex service delivery, with fair and logical payment systems that are federally compliant
- Continue to be good stewards of limited resources
- Provide quality outcomes through a combination of people and processes
- Design service delivery models in response to choices made by the people served, in alliance with community supports
- Develop a system-wide vision and long-range strategic plan by listening to our funding partners, constituents and stakeholders

## **Purpose**

DODD is seeking proposals from eligible applicants to work with selected Subject Matter Experts (SMEs) to create an assessment, plan, and roadmap to expand innovative business strategies that adjust and align current business practices. The overall objective of this RFP is to support DODD-certified providers as they transform their organizational structures and fiscal strategies from facility-based to community-based service delivery models.

## **Project Background**

Adult Day and Employment Services in Ohio have evolved rapidly over the past few years. Provider organizations are changing programs and practices as they respond to multiple and complex demands from federal and state authorities, advocacy organizations, and people with disabilities and their families.

To build on this ongoing evolution and progress, the Ohio Department of Developmental Disabilities (DODD) convened a representative group of planners to help design strategy steps going forward. The Blueprint for Adult Day and Employment Services Work Group (“Blueprint Work Group”) met from January 2020 to May 2021 as an advisory taskforce to Director Davis at the Ohio Department of Developmental Disabilities. The primary deliverable of the Blueprint Work Group was improving adult day support services, transportation services, and strengthening competitive, integrated employment outcomes for individuals with developmental disabilities served in Ohio. This Blueprint Work Group represented all sectors of the developmental disabilities field.

The Blueprint Work Group's generated a report with recommendations that advises the DODD on implementation strategies to improve adult day support services and competitive, integrated employment outcomes.

This project is intended to provide an identified number of Subject Matter Experts who can facilitate system transformation in business practices with an identified number of providers, in order to address the recommendations the Blueprint Work Group created, with a primary focus on

increasing the quality and scope of Adult Day and Employment Services for people with complex needs.

### **Eligible Applicants & Minimum Qualifications**

- Any private agency provider in Ohio that is certified by DODD, pursuant to OAC 5123:2-2-01, in any of the following may apply to participate: adult day support, vocational habilitation, career planning, individual employment support, group employment support, or non-medical transportation.
- Selected agencies must agree to commit to the technical assistance provided by SMEs around Assessment and Planning (see above).

Applicants shall not be subject to an “unresolved” finding for recovery under Section 9.24 of Ohio Revised Code.

### **Scope of Work**

Selected provider agencies will receive compensation for completion of deliverables around three key areas:

#### **SFY 2022:**

##### **Assessment**

Selected providers will be matched with SMEs and will then bring together key organizational staff, including executive leadership teams, families and individuals with disabilities, board members, and other stakeholders, to assess how they will expand and/or build innovative business practices, with an emphasis on the supporting people with complex needs. The groups, guided by the SMEs, will come together for at least one on-site visit and a minimum of one time per month for remote technical assistance. Provider agencies will work with designated SMEs to develop a presentation on the outcomes of the assessment process. This presentation will be shared during the 2022 & 2023 Provider Transformation Series.

**Deliverable Total: \$10,000.00**

##### **Planning**

Provider agencies will work with SMEs to develop a comprehensive business plan and include individualized financial and programmatic transformation strategies designed to better include competitive and integrated employment options and/or integrated day activities as viable and sustainable funding streams. The plan will include timelines and benchmarks for action steps. The plan will be submitted within 150 days of the initial on-site visit.

**Deliverable Total: \$15,000.00**

#### **SFY 2023:**

##### **Road Map and Road Show**

The road map is a written document that outlines how the agency implemented the comprehensive business plan and the progress made during the grant period. The road show takes the road map and organizes it into an easily understandable format, using graphics and simple, concise language to convey to other providers the concepts used to support transformation. Using a graphic

facilitator to record and communicate your transformation plan in order to develop the road show is recommended.

The road map will include, at a minimum, the following:

1. Strategic Plan

- a. Approaches/Processes utilized for strategic planning
- b. Strategic Plan
- c. Update on Strategic Plan implementation

2. Business Practice

- a. Approaches utilized to improve business practices
- b. Success of implementation of each approach

3. Collaboration and Partnership

- a. Detail the partnerships required for strategic planning and plan implementation
- b. Outline the strengths and limitations to partnerships

4. Fiscal Analysis

- a. Fiscal analysis of costs associated with the changing of business models

All Road Map documents shall be submitted to DODD for approval and shall remain the property of DODD at the end of the grant period. A Road Show PowerPoint slideshow will accompany the road map, and will be a concise summation of the whole BISM process.

**Deliverable Total: \$15,000.00**

**The total grant agreement amount to each provider: \$40,000.00.**

### **Funding**

- **Funding Source:** This grant is funded with state dollars.
- **Funding Methodology:** **The highest scoring proposals will be funded until the total available funding for the project is awarded.** DODD expects to award 10 grants of \$40,000.00; \$250,000 in SFY22 and \$150,000 in SFY23.
- **Project Period:** 2022 – 2023
- **Payment:** Grant payments are made when deliverables and activities are completed and sufficiently demonstrated in submitted support documentation.

### **Submission Process & Deadlines**

Grant proposals, the Grant Application Form, and any other required documentation identified in this RFP must be **received** electronically in the [DODD.Grant.Applications@dodd.ohio.gov](mailto:DODD.Grant.Applications@dodd.ohio.gov) inbox no later than 12:00pm, 9/22/2021. Grant documents received after 12pm will not be considered as part of the application. **Subject lines of emails must contain the applicant's organization name and the project name identified on the front page of this RFP.**

## Timelines

| Stage                                  | Details    |
|--|------------|
| RFP Webinar                            | 8/18/2021  |
| Requests for Clarification due to DODD | 9/03/2021  |
| Clarification from DODD due            | 9/10/2021  |
| Proposals due to DODD                  | 9/22/2021  |
| Estimated Notification of Award        | 10/15/2021 |
| Estimated Start Work Date              | 11/1/2022  |

## Inquiries

To ensure an open bid process is maintained, all inquiries regarding this RFP must be

1) provided in writing only via email to [DODD.Grant.Applications@dodd.ohio.gov](mailto:DODD.Grant.Applications@dodd.ohio.gov). Inquiries must be received by 9/03/2021. DODD will post responses to inquiries electronically by 9/10/2021 on the Grant Opportunities page of DODD's website (<https://dodd.ohio.gov/wps/portal/gov/dodd/about-us/grant-opportunities/>). **Subject lines of emails must contain the applicant's organization name and the project name identified on the front page of this RFP.**

2) made during an open call/webinar to be hosted on 8/18/2021 at 10:00am. To participate in this call, please join or call in at the below link:

## Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Join with a video conferencing device

682042763@t.plcm.vc

Video Conference ID: 119 922 331 0

[Alternate VTC dialing instructions](#)

Or call in (audio only)

[+1 614-721-2972,,167258982#](#) United States, Columbus

Phone Conference ID: 167 258 982#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

Recordings of any webinars or video conferences hosted by DODD for this RFP will be posted to the Grant Opportunities page of DODD's website.

## **Selection Process**

Proposals will be selected using a competitive process. DODD shall not consider grant proposals that do not include all of the required documents identified in this RFP. **All required documents must be clearly labeled by the applicant or they may not be considered.** DODD shall not consider proposals received after the submission deadline, or for any other requirement identified in this RFP that is not met. Proposals eligible for review shall be scored in accordance with the procedures set forth in this RFP. All proposals will be reviewed and scored by a Proposal Review Committee, which shall include at least two representatives from DODD.

DODD reserves the right to negotiate with applicants **after scores are finalized** by the Proposal Review Committee. Any information provided when negotiating shall not change finalized scores for any applicant. Any negotiated terms must fall within the scope of this RFP.

## **Other Requirements**

### **Communications Prohibited**

From the issuance date of this RFP, until a grant is awarded, there may not be communications concerning the RFP between any applicant who expects to submit a proposal and any employee of DODD involved in the issuing of the RFP or other person who is in any way involved in DODD's design and implementation of this project.

The only exceptions to this prohibition are communications provided through the inquiries process (described above), negotiations initiated by DODD after scores are finalized, and interviews conducted by DODD (as described below). DODD Grants Management may communicate with applicants in order to assist with technical difficulties, discuss the status of the applicant's OAKS ID prior to award, and inform applicants when proposals are received.

### **Interview**

Applicants may be requested to participate in an interview as part of the evaluation process. DODD reserves the right to select from responding applicants for interviews and may not interview all applicants submitting proposals. The applicant shall bear the cost of travel to any scheduled interview.

### **Proposal Costs**

Costs incurred in the preparation of this proposal and any subsequent grant agreements are to be borne by the applicant. DODD will not contribute in any way to the costs of preparation. Any costs associated with proposal review interviews will not be DODD's responsibility.

### **Proprietary Information**

All proposals submitted shall become the property of DODD. All information submitted by the applicant will be considered to be public information unless the applicant specifically demonstrates, in writing, which information it considers to be proprietary. "Proprietary information" is information which, if made public, would put the applicant at a disadvantage in

the marketplace and trade in which the bidder is a part. Consequently, any assertion of "proprietary" information must be clearly identified, and the basis of the assertion must be included. It is not adequate for the applicant to simply state that disclosure of the information will put it at a disadvantage in the marketplace. DODD will make the final decision as to whether information is "public" or "proprietary."

### **Contractual Requirements**

1. Any agreements resulting from the issuance of this RFP are subject to the terms and conditions as provided in the grant agreement. The information contained in the RFP and in the proposal submitted by the selected applicant are incorporated in and fully a part of the grant agreement.
2. Payments for any and all services provided pursuant to the grant agreement are contingent upon the availability of state and federal funds.
3. DODD reserves the right to award additional funds to Grantees in order to expand or extend projects selected for funding as a result of this RFP.
4. All aspects of the grant agreement apply equally to work performed by any and all subcontractors.
5. The grantee, and any subcontractor, will not use or disclose any information made available to them for any purpose other than to fulfill the contractual duties specified in the RFP. The grantee, and any subcontractor, agrees to be bound by the same standards of confidentiality, including federal and state statutory and regulatory requirements that apply to the employees of DODD and the State of Ohio.

### **Travel Costs**

For RFPs requiring the submission of a project budget, travel cost should be encompassed within the cost of the deliverables. Travel is not to be listed separately. For the purposes of this RFP, travel includes all modes of transportation (airfare, taxi, car rentals, etc.), lodging expenses, the cost of communications (by phone, mail, e-mail or fax), and meals. When developing the project budget, applicants shall refer to the mileage reimbursement rates set forth by the [Ohio Office of Budget and Management](#). For lodging, meals & incidentals, applicants shall refer to the rates set forth by the [U.S General Services Administration \(GSA\)](#).

### **Unallowable Costs**

All costs charged to grants awarded as a result of this RFP shall be in accordance with state and federal law, which includes costs determined as unallowable per Title 2 of the US Code of Federal Regulations, Part 200 (OMB Uniform Guidance). Specific unallowable costs are highlighted below, but shall not be construed as an exhaustive list:

**Asset & Equipment:** Asset and equipment costs should not be included in grant proposals. DODD will not contribute to the cost of asset and equipment purchases. Equipment is defined as any item (e.g. furnishing, IT device, machine, vehicle) with a per unit cost greater than \$1,000.

Food: DODD shall not reimburse costs related to the purchase of food. Applicants who wish to purchase food for an event or meeting shall not charge these costs to the grant and shall not incorporate food costs into their proposed grant budget.

Stipends & Gift Cards: DODD shall not reimburse grantees for gift cards or stipends paid to volunteers, program participants, etc. Applicants who wish to provide gift cards or stipends shall not charge these costs to the grant and shall not incorporate these costs into their proposed grant budget.

### **State of Ohio Supplier ID**

DODD cannot issue a grant agreement to any organization that does not have a State of Ohio Supplier ID. Please visit the Ohio Office of Shared Services [website](#) for the information necessary to complete this process.

If a Supplier ID is not available prior to the submission of this grant application, the organization is encouraged to include proof with the submitted proposal that demonstrates the request to create or retrieve a Supplier ID was submitted to the Office of Shared Services. It is the organization's responsibility to inform DODD of the Supplier ID as soon as one is provided by the Ohio Office of Shared Services by emailing [DODD.Grant.Applications@dodd.ohio.gov](mailto:DODD.Grant.Applications@dodd.ohio.gov) and identifying the project name and year in the subject line of the email. In the event that a Supplier ID is not provided in a timely manner, DODD reserves the right to withdraw the organization's grant application from consideration or rescind a notice of award.

### **Ethical and Conflict of Interest Requirements**

1. No grantee or individual, company, or organization seeking a grant shall promise or give to any DODD employee any item of value that is of such character as to manifest a substantial and improper influence upon the employee with respect to his or her duties.
2. No grantee or individual, company, or organization seeking a grant shall solicit any DODD employee to violate any of the conduct requirements for employees.
3. Any grantee acting on behalf of DODD shall refrain from activities that could result in violations of ethics and/or conflicts of interest. Any grantee or potential grantee who violates the requirements and prohibitions defined here or of Section 102.03 or of Section 102.04 of the Ohio Revised Code is subject to termination of the grant or refusal by DODD to enter into a grant.

### **Obligation**

Neither this RFP nor any applications received in response to this RFP shall create any obligation on the part of DODD to enter into an agreement with any applicant. The award of any agreement as a result of this RFP shall be at the sole discretion of DODD. DODD may amend, modify, withdraw, or terminate this RFP at any time.

## **Assurances**

### **Compliance with Federal, State, and Local Laws**

The Grantee shall comply with all applicable federal, state, and local laws and regulations in the conduct of the work hereunder.

### **Drug-Free Workplace**

The Grantee agrees to comply with all applicable state and federal laws regarding a drug-free workplace. The Grantee shall make a good faith effort to ensure that all of its employees, while working on state property, will not purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way.

### **Equal Employment**

Pursuant to Ohio Revised Code Section 125.111, the Grantee and any subcontractor, and any person acting on its behalf, will not discriminate, by reason of race, color, religion, sex, age, disability, national origin, sexual orientation, veteran status or ancestry against any person qualified and available to perform the work under this Agreement.

### **Ethics Laws**

The Grantee, and any subcontractor, is currently in compliance and will continue to comply with the requirements of Ohio Ethics law as provided in Chapter 102 of the Ohio Revised Code and Executive Order 2019-11D.

### **Election Laws**

The Grantee, and any subcontractor, is currently in compliance and will continue to comply with Ohio Elections law, Divisions (I) and (J) of Section 3517.13 of the Ohio Revised Code.

### **Findings for Recovery**

The Grantee, and any subcontractor, is not subject to an "unresolved" finding for recovery under Section 9.24 of the Ohio Revised Code. If this warranty is deemed to be false, this Agreement is void and the party who is subject to the finding must immediately repay to the other party any funds paid under this Agreement.

### **Health Care Laws**

Neither the Grantee nor its employees are excluded from participation under any federal health care programs. The Grantee shall notify the Department of any exclusions or other adverse action within five (5) business days of learning of such exclusion or adverse action.

### **Location of Services Performed**

The Grantee shall comply with Executive Order 2019-12D and will perform no services required under this Agreement outside of the United States. No services shall be changed or shifted to a location(s) that is outside of the United States. The Department is not obligated and shall not pay for any services provided under this Agreement that are performed outside of the United States. If services are performed outside of the United States, this will be treated as a material breach of the Agreement and the Grantee shall immediately return to the Department all funds paid for those services. In addition, if the Grantee or any of its contractors perform any such

services outside of the United States, the Department may, at any time after the breach, terminate this Agreement upon written notice to the Grantee. The Department may purchase substitute services from a third party, and the Department may recover the additional costs associated with acquiring the substitute services.

The Grantee affirms, understands, and agrees to immediately notify the Department of any change or shift in the location(s) of services performed by the Grantee or its subcontractors under this Agreement.

### **Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Covered Subcontractor Transactions**

The prospective grantee certifies, by submission of this proposal or contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

### **Proposal Checklist**

The following items must be **clearly labeled** and received by DODD by the deadline established in the RFP in order to be eligible for scoring:

- Completed Grant Application Form
  - Applicants registered as non-profit organizations must also include a copy of the Form 990 currently filed with the Internal Revenue Service.
  - *Note: A State of Ohio Supplier ID is required in order to receive an award.*
- Responses to the Programmatic Required Questions
- Statement of support and acceptance of all terms by the head of the applicant organization. The statement of support and acceptance must outline the organization's commitment to accept the technical assistance provided by SMEs around Assessment and Planning.

### **Scoring**

Proposals may be awarded up to 100 points. Applicants shall answer the following programmatic required questions. The point value for each question is identified below. DODD reserves the right to deduct points for proposals that exceed the page limitations set forth in this RFP.

DODD reserves the right to deduct points for proposals that exceed the page limitations set forth in this RFP.

**Programmatic Required Questions (100 pts)**

Please provide answers to the following questions. **Not to exceed 10 pages.**

1. Describe the DODD certified provider(s) who are committed to participate in this project. This includes agency name, mission/vision statement, service structure, service area, total served, and other pertinent information, including how they intend to focus on supporting people with complex needs, including behavioral, communication, and medical. **(30 pts)**
2. Has agency(s) implemented strategies to adjust current business practices to align with federal and state regulations? If so, please describe the strategies and the results of implementation. **(20 pts)**
3. Please describe agency(s) current commitment to the transformation of business practices and fiscal strategies, in terms of: **(15 pts)**
  - a. Describe the current organizational structure and how it will support this type of change.
  - b. Describe the current business model and governance structure and how it lends itself to a successful business model change.
  - c. Outline how this project would align with organizations current strategic plan.
4. In terms of benefitting Ohioans with intellectual and developmental disabilities and in terms of promoting systems change across Ohio, why is your agency's application the best investment for the project? **(20 pts)**
5. Provide a statement of the organization's likelihood of success, and the obstacles to that success. **(15 pts)**