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Request for Information (RFI)

TITLE: Transition Services from School to Adulthood

PURPOSE: The purpose of this RFI is to gather sufficient information for the Developmental Disabilities Planning Council to review concept models related to transition services from high school to adulthood for people with developmental disabilities. We recognize the importance of stakeholders input and that diverse insights are critical for fair and proper decision making. **THIS IS NOT A REQUEST FOR PROPOSAL. A CONTRACT MAY OR MAY NOT BE OFFERED OR AWARDED BASED ON THIS RFI. FUNDING IS FOR ONE (1) YEAR WITH AN OPPORTUNITY FOR AN ADDITIONAL YEAR OF FUNDING.**

GENERAL INFORMATION:

Background

New Mexico Developmental Disabilities Planning Council engages in advocacy, capacity building, and systemic change activities that contribute to a culturally competent and coordinated individual and family-centered and -directed, comprehensive system of community services, individualized supports and other forms of assistance that enable individuals with developmental disabilities to exercise self-determination, be independent, productive and integrated and included in all facets of community life. The transition services project is part of this self-determination mission.

Scope

The New Mexico Developmental Disabilities Planning Council is seeking an individual or entity that will develop a concept model that emphasizes continuity of services for people with developmental disabilities who are transitioning from high school to adulthood. Compensation will not exceed \$40K for this one-year project (with potential funding for two years). Scope of work includes a coordination of services model based on proper alignment of individualized transition needs with the community service delivery system.

QUALIFICATIONS:

Required Abilities and Experience: Demonstrated expertise with transition planning needs from high school to adulthood for persons with developmental disabilities. Experience conducting needs assessments, environmental scans and continuous quality improvement programs; Knowledge of organizational/systems change and strategic planning processes; Resourceful in capacity-building and effective in community-service coordination; Proficient in training of self-advocates, families, service providers, and employers. Collaboration with stakeholders and ability to interface with the Disability Coalition. Excellent interpersonal skills and supportive management style. Project/budget management experience; Ability to meet policy and regulatory goals. Extensive statewide travel.

Desired: Degreed individuals.

INFORMATION REQUESTED:

1) Resumes (should be two pages maximum)

2) Work-plans (should not exceed ten pages) with examples and specific strategies to accomplish the following goals:

1. Increase accessibility to adult services for students transitioning out of high school
2. Improve continuity of services between high school and adult services providers
3. Stream-line person-centered transition service coordination for people with developmental disabilities
4. Strengthen information and access related to community support and personal assistance services
5. Develop transition-planning training for self-advocates, families, service providers, and employers
6. Advance community inclusion opportunities through independent living and other accessible housing arrangements
7. Expand information, accessibility and preparation for employment
8. Extend accessibility and information regarding health and medical services
9. Foster information and accessibility related to financial management services
10. Budget (potential for two-year funding period)

Note: Sub-contracting is not authorized.

RFI MANAGER:

Please send resumes and work plan with signature, either electronically or through U.S.Postal Service to:

Karen Courtney-Peterson
Deputy Executive Director
New Mexico Developmental Disabilities Planning Council
810 W. San Mateo Street, Suite C
Santa Fe, New Mexico 87507
Phone: (505) 476-7331

Fax: (505) 476-7320

E-mail: Karen.courtney-peterson@state.nm.us

DISCLAIMER: All dates listed below, and elsewhere, are believed to be accurate. However, in the case of any differences between such dates, and the dates presented in the RFI, the dates given in the RFI shall prevail.

ISSUANCE: The RFI will be issued on Thursday, September 3, 2009.

RESPONSE DUE DATE AND TIME: Responses must be received by the RFI Manager, Karen Courtney-Peterson, no later than Monday, September 24, 2009 4:00 p.m. Responses received after this deadline will not be considered.