



QUESTIONS AND ANSWERS

CHILDREN'S SYSTEM OF CARE 2023 SUMMER CAMP PROVIDERS

Questions related to the content of this RFP were due **January 16, 2024**.

Technical inquiries about forms and other documents may be requested at any time at dcf.askrfp@dcf.nj.gov

NOTES

1. Registered AOR forms must be received by **February 9, 2024**.
2. All responses must be submitted ONLINE by **February 16, 2024 (by 12:00 NOON)**

QUESTIONS

1. In regard to Section 1, page 1 of the One-to-One Supports RFQ: *Respondents will be qualified to provide one-to-one support services to youth attending only the qualified Summer Day Camp or Alternative Recreational Session programs operated by the respondent's agency. Respondents will not be qualified to provide one to one support services to overnight camp participants.*

I work for an agency that is licensed by NJ DDD to provide a host of non-residential services. We do not have a contract with NJ DCF or a license to provide summer camp or alternative recreational session program.

Can the agency apply for this RFP at this time? We have a lot of summer camp and recreational experience in New York and a tremendous amount of experience serving kids with developmental disabilities.

- A. A provider can apply for the posted RFQs if they can meet the requirements of the RFQ. Providers can apply to only one RFQ if they are interested in providing only 1 type of service (either summer camp or 1:1 support). However, providers are strongly encouraged to apply to both RFQs and provide camp and 1:1 services for the youths they serve. In addition, CSOC-Qualified 1:1 providers



can only provide 1:1 support services to youths attending a CSOC-Qualified Summer Camp or ARS program.

2. We were approved last year but did not end up going through with providing services to Perform Care. Do we have to fill out the RFP/RFQ this year?

A. If you do not have an executed contract, you would have to reapply to be a service provider. Providers without an executed contract must reapply to the RFP/RFQ this year. Providers with an executed contract but who are not currently active, must notify their contract administrator before providing services.

3. Can I still be a provider even though we are only open from Monday through Thursday?

A. Yes, you can still apply to be a summer camp provider. Camp providers may choose their hours of operation.

4. Regarding high-risk activities, IDD and DD youth how do we navigate providing activities for the high-risk youth through this program?

A. If a camp identifies that a youth requires 1:1 support, completion of the Child Adaptive Behavioral Summary (CABS) is needed. The CABS helps identify the youth's skills and areas of deficit. The camp can tailor their program to meet the youth's needs.

5. Will there be a respite services for youth RFQ as well? If so, can we apply to both this summer camp RFQ and the respite RFQ?

A. Due to public procurement rules, funding for all services (except Intensive In-Community clinical services) offered by DCF and its subunits, including CSOC, is awarded via the public bidding process. CSOC cannot provide advanced notice of an upcoming RFQ/RFP.

If you would like to receive notices announcing funding opportunities and be notified of posted Requests for Proposals and Requests for Qualifications by email, please visit [New Jersey Department of Children and Families \(govdelivery.com\)](http://www.nj.gov/dcf/govdelivery.com).

Providers can apply to become a Summer Camp provider and a respite provider when the corresponding RFQ/RFP is posted.



6. In order to be eligible for certification through the Department of Human Services, we have to have one high-risk activity. Do you have examples of appropriate activities for high-risk youth that we could look to implement?

A. As per the NJ Department of Health Youth Camp website, an activity is considered high-risk if it exposes a camper to a serious injury because of the inherent nature of the activity and always requires a high degree of adult supervision.

Providers can find more information concerning high-risk activities by visiting the NJ Department of Health youth camp website: <https://www.nj.gov/health/ceohs/phfpp/youthcamps/operators/rules.shtml>.

7. If we have some questions about the actual application- who is the best person to reach out to?

A. Feel free to send application-related questions to dcf.askrpf@dcf.nj.gov.

8. Have the AOR responses with instructions gone out already or will they go out after the due date?

A. Instructions to access and upload your documents to the FTP website will be released after the AOR due date.

9. What makes the 1:1 application different from the regular camp application?

A. The 1:1 application and the summer camp application are similar. The main difference is that Summer Camp RFQ respondents are required to submit a Program Description Form where 1:1 RFQ respondents are not required to submit this form with their RFQ response. A list of all the required components of the RFQ responses can be found in the respective RFQs.

10. When submitting our 3 PDF's would you like it in a written narrative and then attached files. OR would you prefer to have them numbered as we see in the RFQ?

A. Please submit 3 PDFs as per the RFQ, page 5.

PDF 1: Section II - Required Performance and Staffing Deliverables ending with a Signed Statement of Acceptance



PDF 2: Section III - Documents to be Submitted with This Response, subsection A. Organizational Documents Prerequisite to a DCF Contract Award to be Submitted with the Response

PDF 3: Section III – Documents Requested to be Submitted with This Response, subsection B. Additional Documents Requested to be Submitted in Support of This Response