



REQUEST FOR PROPOSAL (RFP) ANNOUNCEMENT
COMMUNITY RESOURCE DEVELOPMENT PLAN (CRDP)

NOVEMBER 14, 2025

KERN REGIONAL CENTER (KRC)
FOR FISCAL YEAR 2025-2026

PROJECT ID# KRC-2526-7

KRC is a private non-profit agency under contract with the State Department of Developmental (DDS) Services to provide services to persons with developmental disabilities in Kern, Inyo and Mono Counties. Developmental disabilities include intellectual disability, cerebral palsy, autism, epilepsy, and other neurological conditions.

Consistent with the Lanterman Developmental Disabilities Services Act and the promotion of community-based services for all people with Developmental Disabilities, Kern Regional Center is currently accepting proposals, and invites the community at large, to develop one (1) Adult (ages 18-59 years old), Specialized Residential Facility/Level 7 group home to serve regional center consumers who are Deaf or Hard of Hearing and who require staff fluent in American Sign Language (ASL). The applicant must demonstrate experience and a relevant background in providing services to persons with developmental disabilities and working in the Deaf and Hard of Hearing community. Proposals submitted after the indicated timeline dates, and/or are not completed per this RFP will not be considered.

Visit www.Kernrc.org to view and download complete RFP. Hard copies of the RFP can be available for in-person pick up at KRC's main office in Bakersfield upon request. **For further information on obtaining an RFP, you may contact, Marian Constantino, Housing Specialist, at (661)840-5395 or Marian.Constantino@kernrc.org, or Alfred Mendoza, Community Services Specialist, at (661) 840-5351 or Alfred.Mendoza@kernrc.org.**

There will be an **RFP Orientation on Friday, January 23, 2026, at 10:00 am via ZOOM** to provide applicants with an opportunity to ask questions regarding specifics to this RFP and the RFP process. **This orientation is voluntary and it is NOT required in order to submit a proposal.** To register, please submit a request to participate to Marian.Constantino@kernrc.org or Alfred.Mendoza@kernrc.org

RECEIPT OF PROPOSAL DEADLINE

Documentation: Five (5) hard copies of the application, proposal and all applicable attachments must be received by **Friday, February 20, 2026, no later than 5pm** at:

Kern Regional Center
Attn: Alfred Mendoza, Community Services Specialist
3200 N. Sillect Ave.
Bakersfield, California 93308
or
Kern Regional Center
Attn: Marian Constantino, Housing Specialist
3200 N. Sillect Ave.
Bakersfield, California 93308

*****In addition, please send an electronic copy of the proposal to Marian.Constantino@kernrc.org or Alfred.Mendoza@kernrc.org.**

*****Proposals received after the above deadline date and time will not be considered.**

SUBMITTING AND REVIEWING OF THE PROPOSAL

All proposals must be completed and organized in accordance with Exhibits A through H. Proposals that do not follow any of these above-referenced attachments are considered by the committee to be incomplete and will not be considered. **Late or incomplete applications will not be accepted for review or consideration.**

All proposals will be scored for the written and oral presentations in accordance with Exhibit C and D. **After review of the written proposal, if the committee determines that the applicant cannot meet licensing and/or other minimum professional criteria specific to the project applied for, the proposal will be disqualified at that time.** KRC will appoint a three-to-five-member committee to score each proposal and conduct interviews with each applicant. The final decision of the committee is not subject to appeal. All applicants will receive notification of KRC's decision regarding their proposal. In-person interviews for selected applicants are anticipated to take place on **Thursday, March 19, 2026, beginning at 9:00am.**

RESERVATION OF RIGHTS

Kern Regional Center reserves the right to request or negotiate changes in a proposal, to accept all or part of a proposal, or to reject any or all proposals. KRC may, at its sole and absolute discretion, select no provider for these services if, in its determination, no applicant is sufficiently responsive to the need.

Kern Regional Center reserves the right to withdraw this Request for Proposal (RFP) and/or any item within the RFP at any time without notice. Kern Regional Center reserves the right to disqualify any proposal which does not adhere to the RFP guidelines. This Request for Proposal is being offered at the discretion of KRC. It does not commit KRC to award any grants.

TIMELINES:

Request for Proposal: Announcement Release & Posting	November 14, 2025
General orientation meeting on the RFP Process, timeline, and Q&A session.	Friday, January 23, 2026 *Orientation will be held by Kern Regional Center via Zoom at 10:00 am. *To register please submit a request to participate to Marian.Constantino@kernrc.org or Alfred.Mendoza@kernrc.org *If you require an interpreter, please submit a request to Marian.Constantino@kernrc.org or Alfred.Mendoza@kernrc.org later than January 9, 2026 by 5:00pm.
Deadline for receipt of Proposal	Friday, February 20, 2026, no later than 5pm. Proposal received after said date and time <u>will not</u> be considered. *Please submit five hard copies

	*Also send an electronic copy via email to Marian.Constantino@kernrc.org or Alfred.Mendoza@kernrc.org
Interviews and oral presentations	If your proposal is selected, you will be contacted and invited to an in-person interview at Kern Regional Center on March 19, 2026 , or March 20, 2026 , beginning at 9am.
Notice of Selection sent	Monday, April 6, 2026

Specialized Residential Facility (Level 7) for Deaf and Hard of Hearing Adults

Service Need: One 4-bed specialized residential facility for adult individuals that are being served by KRC and are Deaf or Hard of Hearing.

Service Area: Bakersfield

Number of Consumers: Four (4)

Gender: Male or Female

Age Range: 18-59 years old

Placement Profile: Individuals whose identified level of care needs meets a level 7 criteria per DDS directive dated 02/04/25: <https://www.dds.ca.gov/rc/vendor-provider/rate-reform/directives-updates/>

Funding: Customizable Rate (“calculated using the vendored capacity, direct care staffing hours, staff qualifications, consultant hours, and identified fixed costs” per DDS directive dated 02/04/25).

Startup funding: \$250,000

Start-up funds can only be used for non-recurring costs associated with initially establishing a service, which may include administrative components, licensing, household furnishings and supplies, personnel recruitment and training expenses, general equipment, and other costs as described per the contract. Start-up funds are not intended to cover 100% of the development costs.

Proposal Deadline: February 20, 2026, by 5:00 pm

Service Description:

(1) Adult (ages 18-59 years old), Specialized Residential Facility/Level 7 group home to serve regional center consumers who are Deaf or Hard of Hearing and who require staff fluent in American Sign Language (ASL).

The group home must be licensed through the Department of Social Services, Community Care Licensing for four (4) non-ambulatory beds as well as being willing to accept consumers utilizing wheelchairs. The group home must have individual rooms and serve consumers who are diagnosed with developmental disabilities and **exceed** level of care of a 4I/Level 7 criteria, which include but are not limited to, serving consumers with extreme needs of activities of daily living skills, emotional/mental and behavioral challenges such as physical aggression, self-injurious behaviors, property destruction, AWOL/elopement, resistiveness, tantrums, have forensic involvement/histories, and require intensive supervision and constant visual monitoring. This home will specialize in serving adults who are Deaf or Hard of Hearing who may also have mental health or behavioral challenges. This group at home must offer or arrange communication focused services using ASL or other modes of communication.

This home must be developed to meet the Centers for Medicare and Medicaid Services (CMS) regulations regarding Home and Community Based Services (HCBS) Ten Federal Rule Requirements. All services to be provided must be delivered with the intent of maximizing use of consumer choices and preferences. Service provisions will be based upon person-centered planning and individual client outcomes.

General Requirements:

- The home will require licensure by Community Care Licensing (CCL) prior to vendorization by KRC.
- Program, administrator and staff must meet all applicable CA Code Title 17 and Title 22 regulations and requirements: [Title 17, Residential Services & Quality Assurance Regulations \(Sections 56002-56059\)](#);
 - [CA Code Title 22, § 84064 - Administrator Qualifications and Duties](#)
- Program must meet applicable Americans with Disability Act (ADA) standards.
- Program design must meet the new level 7 requirements per DDS directive published on 02/04/25. KRC's expectation is that the program must meet at least two of the following criteria:
 - Staffing hours required based on the contractual agreement or approved program design exceed the Service Level 4I/6 staffing requirements.
 - Consultant hours required based on the contractual agreement or approved program design exceed the Service Level 4I/6 requirement.
 - Staff qualifications outlined in the contractual agreement or approved program design are beyond a Direct Service Professional. This could include Registered Behavior Technicians, Certified Nursing Assistants, Licensed Vocational Nurses, and Licensed Psychiatric Technicians.

*** Refer to page four and exhibit B of DDS directive published on 2/04/2025 for more details:

<https://www.dds.ca.gov/rc/vendor-provider/rate-reform/directives-updates/>

Applicant/Administrator/Staff Requirements and Qualifications:

- Applicants/Administrator must meet one or more of the Community Care Licensing (CCL) Title 22, Section 85064 requirements:
 - Have a master's degree in a behavioral science from an accredited college or university, plus a minimum of one year of employment as a social worker, as defined in Section 80001s.(4), in an agency serving adults or in a group residential program for adults OR
 - Have a bachelor's degree from an accredited college or university, plus at least one year of administrative experience or supervisory experience over social work, adults, and/or support staff providing direct services to adults in an agency or in a community care facility.
 - Have completed at least two years at an accredited college or university, plus at least two years administrative experience or supervisory experience over social work, and/or support staff providing direct services to adults in an agency or in a community care facility.
 - Have completed high school, or equivalent, plus at least three years administrative experience or supervisory experience supervising social work, adults, and/or support staff providing direct services to adults in an agency or in a community care facility.
- Applicants must be in good standing with Community Care Licensing, State Department of Health Services and any placement agency the applicant may be currently vendored/contracted with.
- Applicants must have a minimum of 2 years' experience working in a level 4I/ Level 6 facility providing services to adults with challenging behaviors.

- The administrator for the group home must have a current adult administrator certificate from Community Care Licensing, have completed KRC's residential services orientation course, and meet the Direct Support Professional Training year one and two training requirement. The administrator must also be PART or CPI certified.
- Applicants must have a proven history of positive working relationships with the community and applicable government agencies.
- Applicants with a history of deficiencies issued by a licensing agency, corrective actions issued by the regional center and/or similar actions taken by a placement or oversight agency may not be considered for this development.
- Applicants must have a proven history of financial responsibility, stability, and soundness. Verification of this must be submitted with the proposal.
- Applicants for the level 7 home must have an identified Board-Certified Behavior Consultant. This licensed individual must have a minimum of two years' experience working with persons with developmental disabilities and be approved by KRC.
- All staff must have six months' prior experience working with consumers with developmental disabilities and be DSP 1 certified within their first year of employment, and DSP 2 certified within their second year of employment.
- All staff must have a language proficiency from an accredited or nationally recognized institution such as, but not limited to, the American Sign Language Proficiency Interview (ASLPI), sign Language Proficiency Interview (SLPI), or other recognized language proficiency body.
- Support staff should have experience providing direct services to adults in a Deaf-centered, Deaf-led agency or in a Deaf-centered, Deaf-led community care facility.

Organizations offering ASLPI or SLPI assessments:

- Bridges Oregon: National Sign Language Assessment (NSLA) - Bridges Oregon
- Gallaudet University: American Sign Language Proficiency Interview (ASLPI):
Gallaudet University
- Be assessed proficient to provide at least superior level ratings or higher on ASLPI, SLPI ratings scale
- Possess the ability to have a fully shared conversation with in-depth elaboration for both social and work topics, and excellent comprehension in receptive skills.
- Demonstrate the use of a very broad sign language vocabulary, near native-like production, fluency and prosody and excellent use of sign language grammatical features, and classifiers.
- All staff must be First Aid and CPR certified.
- All overnight staff must be awake.

- The home shall encompass the 5 major key touch points in the architectural design pursuant to Person Centered thinking and Deaf/ hard of hearing consumers.
 - Sensory Reach
 - Space and Proximity
 - Mobility and Proximity
 - Light and Color
 - Acoustics
- The home shall implement Augmentative and Alternative communication devices in the home's layout, such as but not limited to: Keyboards, Touch Screens, Motion Sensors, Google Nest, Burner Alert, Motion – Sensor Faucets, Smoke Alarms, Bed Shaker, Door Alerts, Smart Plugs, Fire doors w/ closing and a window for visibility, and Door/cabinet sensors.

[DeafSpace - Campus Design and Planning | Gallaudet University](#)

- Service Provider will implement the use of Professional Assault Crisis Training (Pro-ACT) and/or Crisis Prevention Intervention. Service Provider will ensure that all staff are trained in Pro-ACT and/or Crisis Prevention Intervention within 45 days of employment, and the training will be reviewed annually.
- The contracts for the project will **require an agreement that the grantee will provide, at minimum, 120 months (ten years) of continuous service, based upon the date of the first placement.** Failure to meet this term of service will require the awardee to repay a portion of the original start-up grant, i.e., 12 months of service, repay 90% of original start-up grant; 24 months repay 80% of original start-up grant; 36 months repay at 70% of original start-up grant.



EXHIBIT A

PROPOSAL AFFIRMATION

- ☐ Exhibit A: Completed RFP Proposal Affirmation
- ☐ Exhibit B: Completed RFP Application and Coversheet
- ☐ Exhibit C: Proposal Scoring Criteria- Written Proposal
- ☐ Exhibit D: Proposal Scoring Criteria- Oral Presentation
- ☐ Exhibit E: Conflict of Interest and Exclusion Verification
- ☐ Exhibit F: Financial Statement
- ☐ Exhibit G: Start Up Budget
- ☐ Exhibit H: Direct Care Staff Schedule

I affirm that the information presented in this proposal is true and that this proposal was developed and authored by the person(s) indicated. I understand that any falsification of information or failure to disclose any history of deficiencies or abuse will be cause for immediate disqualification. I also understand that failure to meet minimum qualifications as stated in the RFP, late proposal submissions, facsimile proposal submissions, any missing information (e.g., sections), and any proposals in excess of the maximum page allowance will also be cause for disqualification. I also understand that in the event that my proposal is selected for development, further discussion for final agreement may be required.

Signature

Date

Signature

Date

KRC RFP 2526-7 PROPOSAL COVERSHEET

Must be submitted by **Friday, February 13, 2026 by 5pm**, with all required exhibits

DATE: ____/____/____

APPLICANT / AGENCY NAME: _____

CONTACT PERSON: _____

BUSINESS ADDRESS: _____

BUSINESS PHONE: _____ FAX: _____

EMAIL ADDRESS: _____

WEBSITE ADDRESS: _____

If the applicant is a corporation, please attach a separate sheet of paper listing all principal members of the corporation.

Please indicate the identification number and description of the project(s) in which you are submitting. Five copies of each proposal you are applying for must be submitted.

I.D.# _____ Project Description: _____

Name of person authorized to sign a binding contract with Kern Regional Center:

NAME: _____

TITLE: _____

I am able to meet licensing, administrator and other qualifications per Title 17 and Title 22 regulations for the proposal(s) I am submitting.

X _____

PROPOSAL FORMAT AND PROPOSAL SCORING CRITERIA FOR WRITTEN PROPOSAL

PROGRAM: _____

APPLICANT: _____

RATER: _____

A. Submitted proposals will be scored per the following scoring guidelines by each member of the Review Committee in each of the areas below.

- 0 (Zero) Criteria not addressed at all
- 1 Minimal Response: Subject area is mentioned; however, applicant has not included any narrative or any supporting documentation that demonstrates an understanding of this particular proposal requirement.
- 2 Some supporting documentation and/or narrative discussion; however, the responses are not clearly articulated.
- 3 Good supporting documentation and/or narrative discussion; responses are more clearly articulated.
- 4 Maximum Response: Full supporting documentation and/or narrative discussion with exceptionally clear articulation making it readily apparent that applicant understands all aspects of the program development process.

A proposal can receive a maximum score of 24 points per member

B. Content of Proposal

_____ 1 Education and Experience: The selected vendor shall hire staff that have experience in working with individuals with developmental disabilities, CPR Certification to include AED training, person-centered training and can follow the individuals SIPP goals and objectives along with any deficits, physical limitations, and or barriers. The educational requirements shall meet the corresponding job duties and titles in accordance with the current job market.

_____ 2 Proposed Resources: The proposal should describe the location of the proposed services (include all facility/program resources as well as all community resources). Such description should clearly document that the program will provide a normalizing, integrated, accessible experience (meets Section 504 standards) and that the size and design of any proposed facility or program is adequate to accommodate program and consumer needs, outcomes and choices.

_____ 3 Program Description: The proposal should clearly demonstrate that the program description is appropriate for the population to be served. Such description should clearly identify consumer capabilities and needs or challenges, which are the basis for admitting or exiting consumers from the facility/program. The proposal must specify which consumer characteristics you are unwilling to work with in the facility/program. The proposal should describe the anticipated consumer service outcomes, the training techniques used to meet the service outcomes and the methodology used to collect the data to measure consumer service outcomes. The proposal should demonstrate a clear understanding and utilization of Person Centered Planning.

_____ 4 Staffing: The proposal should clearly document the type and number of staff with job descriptions (include qualifications and job duties) for all positions. The proposal should clearly document the type and level of initial and ongoing training for all staff. The proposal should clearly demonstrate that staffing patterns and staff qualifications are consistent with the regulations and guidelines noted in the RFP, and are realistic when compared to similar program/services for all positions.

_____ 5 Program Development: The proposal should clearly describe proposed timelines for development and completion of the proposed project. The applicant(s) should clearly document an understanding of program requirements.

_____ 6 Budget and Finance: The program budget should clearly display all costs associated with the proposal. The applicant(s) must demonstrate the ability to keep adequate fiscal records in accordance with all State and local requirements. Ongoing and start-up budgets should be included.

_____ TOTAL SCORE

PROPOSAL FORMAT AND PROPOSAL SCORING CRITERIA FOR ORAL PRESENTATION

PROGRAM: _____

APPLICANT: _____

RATER: _____

- A. Oral presentations will be scored per the following scoring guidelines by each member of the Review Committee in each of the areas below.

The intended owner/applicant must be the primary presenter during the oral presentation as they are ultimately responsible for all services provided.

- 0 (Zero) Criteria not addressed at all
- 1 Minimal Response: Subject area is mentioned; however, applicant has not included any narrative or any supporting documentation that demonstrates an understanding of this particular proposal requirement.
- 2 Some supporting documentation and/or narrative discussion; however, the responses are not clearly articulated.
- 3 Good supporting documentation and/or narrative discussion; responses are more clearly articulated.
- 4 Maximum Response: Full supporting documentation and/or narrative discussion with exceptionally clear articulation making it readily apparent that applicant understands all aspects of the program development process.

A proposal can receive a maximum score of 32 points per member

0 Content of Presentation

____ 1 Service Quality: Applicant clearly demonstrates an understanding and working knowledge of the principles of integration and normalization and overall, demonstrates, through their presentation an understanding of consumer needs and choices as related to services provided and service quality

____ 2 Program Description: Applicant clearly demonstrates a working knowledge of their program plan and the ways in which they will implement the program description as related to the needs of the consumers.

____ 3 Consumer Needs: Applicant demonstrates knowledge of consumer's needs as related to current Request For Proposal and Individual Life Quality Outcomes. This includes experience that relates to current need.

____ 4 Budget and Finance: Applicant demonstrates an understanding of operating the service requested in the most cost effective manner and demonstrates clear knowledge of facility/program requirements to operate the facility/program in accordance with Title 17 and Title 22 regulations.

____ 5 Experience: Applicant clearly articulates pertinent experience for themselves, staff and consultants.

____ 6 Training Issues: Applicant demonstrates an understanding of the need for training staff per the requirements noted in the RFP and regulations as well as to ensure consumer safety and success. Demonstrates an understanding of staffing levels that meet the consumer's needs as outlined in the RFP.

____ 7 Proposed Resources: Applicant successfully identifies community contacts that will ensure implementation of program plan.

____ 8 Overview Summary: Applicant is able to field questions from the team about the program in a concise and articulate manner.

_____ TOTAL SCORE

The written proposal and oral presentation can achieve a maximum score of 56 points per member. (Written proposal= 24 points; Oral presentation= 32 points)

CONFLICT OF INTEREST AND EXCLUSION VERIFICATION

CONFLICT OF INTEREST

According to Title 17 Regulations, Section 54314, the following individuals and entities shall not be vended:

1. Any officer or employee of the state of California;
2. Any applicant in which an officer or employee of the State of California has a financial interest, as defined in the Government Code, Section 87103, except as permitted by Public Contract Code, Section 10430 (g), effective January 1, 1992;
3. Employees and board members of any regional center with a conflict of interest pursuant to Title 17, Sections 54500 through 54525, unless the conflict is eliminated or a waiver is obtained pursuant to Title 17, Sections 54522 through 54525;
4. Any applicant in which the regional center employee or board member has a relationship which creates a conflict of interest pursuant to Title 17, Section 54500 through 54525, unless the conflict is eliminated or a waiver is obtained pursuant to Title 17, Sections 54522 through 54525;
5. Regional Center Clients to provide services for, or to, themselves except to provide transportation or serve as their own Supported Living Services Vendor;
6. Except as specified in Section 54318 of these regulations, any applicant located outside the state;
7. Any applicant that has been determined to be an excluded individual or entity as defined in Section 54302 (b)(1). **I have read the above information and declare:**

___ **No present or potential barriers to becoming a vendor exist.**

___ **A current or potential barrier to becoming a vendor exists.**

EXCLUSION VERIFICATION

“Excluded Individuals or Entities means those individuals and entities that have been placed on either the U.S. Department of Health and Human Services Office of Inspectors’ General (OIG) List of Excluded Individuals/Entities or the Department of Health Care Services (DHCS) Medi-Cal Suspended and Ineligible Provider List of persons, or individuals and entities that have been convicted of a criminal offense related to involvement in any program under Medicare, Medicaid or the Title XX services program, or those individuals and entities that meet the criteria included in Title 17, Section 54311 (a)(6).

Pursuant to the Applicant/Vendor Disclosure Statement, all applicants and co-applicants are required to provide verification that the applicant and/or co-applicants are not listed on the State of California or the Federal Office of Inspector General databases for Ineligible Providers and Excluded Providers. **As a requirement of this RFP, please screen all applicants/co-applicants using one the databases listed below. Please include a screen print of your results with your written proposal.**

The State of California Suspended and Ineligible Provider List can be found at:

[LEIE Downloadable Databases | Office of Inspector General | U.S. Department of Health and Human Services](#)

The Federal Office of Inspector General “exclusions database” can be found at:

<http://exclusions.oig.hhs.gov>

Applicant Signature

Date

FINANCIAL STATEMENT

AS OF _____, 20____

NAME AND ADDRESS OF APPLICANT(S)

ASSETS

Cash on hand.	\$ _____
Cash in commercial accounts.	_____
Savings accounts.	_____
Time deposits.	_____
Notes and receivables	_____
Inventory.	_____
Life Insurance (cash value)	_____
Stocks and Bonds (at market value)	_____
Land.	_____
Buildings and Improvements.	_____
Equipment, furniture and furnishings.	_____
Other Investments or Assets (describe):	_____
_____	_____
_____	_____
A. Total Assets	\$ _____

LIABILITIES

Accounts Payable (include installment contracts) (balance due)	\$ _____
Salaries and Wages Payable.	_____
Payroll Taxes Payable.	_____
Real Estate Taxes Payable.	_____
Notes Payable (include personal notes) (balance due):	_____
_____	\$ _____
_____	_____
Real Estate Loans or Mortgages (balance due):	_____
_____	_____
Other debts (describe):	_____
_____	_____
_____	_____
B. Total Liabilities	\$ _____

OWNERSHIP (Equity)

C. Total Ownership (difference between A and B)	\$ _____
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I DECLARE UNDER PENALTY OF PERJURY THAT THE STATEMENTS ON THIS FORM AND ANY ACCOMPANYING ATTACHMENTS ARE CORRECT TO THE BEST OF MY KNOWLEDGE.

COMPLETED BY

TITLE

DATE

REVISED

START-UP BUDGET
Submitted to KRC for Approval

<u>Allowable Items</u>	Projected Cost
<u>*Purchase of Real Property</u>	_____
<u>*Down Payment for Real Property</u>	_____
<u>*Significant Modifications to Property</u>	_____
<u>*Modifications to Property</u>	_____
<u>*Vehicle Modifications</u>	_____
<u>*Sensitive Equipment</u>	_____
Computers	_____
Printers	_____
Cell Phones	_____
Fax Machines	_____
Audio Video Equipment	_____
Photocopiers	_____
Camera Equipment	_____
Television Equipment	_____
<u>Equipment/Non-expendable property</u>	_____
*Furniture	_____
*Kitchen Equipment	_____
<u>Other Allowable Expenses</u>	_____
Administrative Overhead	_____
Advertising	_____
* Consultant fees	_____
Fingerprints	_____
Food (2 weeks prior to client placement)	_____
Household Supplies	_____
Insurance Liability/Malpractice	_____
Lease Payments	_____
License Application	_____
Linens/Blankets/Bathroom Supplies	_____
Office Supplies	_____
Program Supplies	_____
Lease/Rent (first and last months, plus security deposit)	_____
Staff Salaries (two weeks prior to client placement)	_____
Staff Training (two weeks prior to client placement)	_____
Telephone	_____
*Travel	_____
Utilities	_____
<u>Total Requested Funds</u>	_____
<u>(not to exceed contract award)</u>	

*Additional responsibilities are associated with these items. Please review Contracts and Exhibits carefully.

DIRECT CARE STAFF SCHEDULE**EXHIBIT H****FACILITY:****SIZE:****LEVEL:**

HOURS	MON	TUES	WED	THUR	FRI	SAT	SUN
1:00 AM							
2:00 AM							
3:00 AM							
4:00 AM							
5:00 AM							
6:00 AM							
7:00 AM							
8:00 AM							
9:00 AM							
10:00 AM							
11:00 AM							
12:00 PM							
1:00 PM							
2:00 PM							
3:00 PM							
4:00 PM							
5:00 PM							
6:00 PM							
7:00 PM							
8:00 PM							
9:00 PM							
10:00 PM							
11:00 PM							
12:00 AM							
TOTAL # OF HRS							

