



**REQUEST FOR PROPOSAL:  
Person Centered Planning Services**

Alta California Regional Center (ACRC) is accepting letters of interest for the following service:

**Service Code / Type:** Person-Centered Planning Services for Self-Determination Program (SDP) participants and their families/care providers.

**Reimbursement:** Established rate set by DDS / Usual and Customary  
**Please note that there is no startup funding attached to this RFP.**

**Location:** Alpine, Colusa, El Dorado, Nevada, Placer, Sacramento, Sierra, Sutter, Yolo, and Yuba counties.

**Agency Overview:**

Alta California Regional Center (ACRC) is a private, non-profit corporation working under contract with the State of California, Department of Developmental Services, to provide services to persons, age three and above, who have been diagnosed with a developmental disability. Alta California Regional Center creates partnerships to support all eligible individuals with intellectual and/or developmental disabilities, children at risk, and their families in choosing services and supports through individual lifelong planning as a means to achieve healthy and productive lives in their own communities. ACRC envisions a community where individuals with intellectual and/or developmental disabilities are valued members who are treated with dignity and respect.

ACRC serves Alpine, Colusa, El Dorado, Nevada, Placer, Sacramento, Sierra, Sutter, Yolo, and Yuba counties. Please visit our website, [www.altaregional.org](http://www.altaregional.org) for more information about our organization.

### **Description of Requested Service:**

ACRC desires to partner with vendors that shall provide Person-Centered Planning Services for Self-Determination Program (SDP) participants. The Self-Determination Program is a voluntary delivery system consisting of a mix of services and supports, selected and directed by a participant through Person-Centered Planning, in order to meet the objectives in his or her Individual Program Plan (IPP). Self-Determination services and supports are designed to assist the participant to achieve personally defined outcomes in community settings that promote inclusion (WIC 4685.8).

Per WIC 4685.8.(k), the IPP team shall utilize the Person-Centered Planning process to develop the IPP for a participant. The IPP shall detail the goals and objectives of the participant that are to be met through the purchase of participant-selected services and supports. The IPP team shall determine the individual budget to ensure the budget assists the participant to achieve the outcomes set forth in his or her IPP and ensures his or her health and safety. The completed individual budget shall be attached to the IPP.

Upon request of a participant, a Person-Centered Planning Services vendor may assist with the comprehensive planning to inform the development of the Individual Program Plan (IPP). This planning would identify outcome based services as well as develop an individual budget.

All service proposals must be in compliance with the CMS Home and Community Based Services (HCBS) regulations. All services to be provided must be delivered with the intent to maximize use of client choices and preferences. Service provisions will be based upon Person-Centered Planning and individual client outcomes.

### **Applicant Eligibility:**

Applicant shall have received training or certification in the Person-Centered Planning / Facilitation process. Applicant must meet all applicable California Code of Regulations Title 17 and Title 22 requirements.

### **How to Apply:**

Interested parties shall initiate the application process by completing the Letter of Interest Form found at <https://www.altaregional.org/become-service-provider> and submitting the completed document to [providers@altaregional.org](mailto:providers@altaregional.org).

For further information please contact Katherine Weston of the ACRC Community Services and Supports Unit at [kweston@altaregional.org](mailto:kweston@altaregional.org), (916) 978-6309.