

## **CHILDREN'S TRUST FUND**

### **Nurturing Families Network Program RFP Issue Date: October 3, 2007**

#### **AGREEMENTS AND ASSURANCES**

The undersigned proposer affirms and declares that:

##### **1. General**

- This proposal is executed and signed with full knowledge and acceptance of the RFP CONDITIONS stated in the RFP.
- The services will be delivered to the State at the prices proposed therein and within the timeframes as delineated in the RFP.
- Neither the proposer or any official of the organization nor any subcontractor to the proposer or any official of the subcontractor's organization has received any notices of debarment or suspension from contracting with the State of Connecticut or the Federal Government.
- Neither the proposer or any official of the organization nor any subcontractor to the proposer or any official of the subcontractor's organization has received any notices of debarment or suspension from contracting with other states within the United States.

##### **2. NFN Policies and Procedures**

- The proposer has read and understands the NFN Policies Manual and will administer the NFN program within the proposer's service area accordingly.
- The proposer will follow the policies and procedures recommended by the Continuous Quality Improvement (CQI) Team and approved by the Children's Trust Fund.
- If elected to the delegation representing the site's region, the proposer will serve on the CQI Team.

##### **3. Evaluation and Research**

- The proposer has read and understands the instructions and forms associated with the program evaluation being conducted by the Center for Social Research at the University of Hartford.
- The proposer will participate in the program evaluation and comply with all research requirements.

##### **4. Medicaid Claims**

- Proposers will provide data to the University of Hartford for the purpose of Medicaid reimbursement.
- The proposer will not seek reimbursement from the Federal Government for any of the services offered by the NFN program.

**5. Memorandum of Agreement**

- The proposer will participate in the collaborative network, attend regular meetings, and enter into a Memorandum of Agreement with each of the hospitals and each NFN service area detailing how referrals and information will flow through the network.

**6. Screening**

- The proposer will participate in a referral network with the hospitals and the other NFN service areas.
- The proposer will screen parents who present for services at the service area or who are referred to the service area.
- The proposer's staff will use the Revised Early Identification (REID) tool to screen all families referred to the service area by a source other than the hospital.

**7. Training Curriculum and Supplies**

- The proposer will allocate funding in the proposed budget for training for full-time and part-time staff, as described in the NFN Professional Development Policy.
- The proposer's staff will participate in the required NFN training, as described in the NFN Professional Development Policy.
- The proposer will purchase all required curriculum and materials.

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Legal Name of Organization

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Authorized Signatory

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Date