

TECHNICAL RESPONSE PACKET
710-24-094

COPY

RESPONSE SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION			
Company:	SOUTHERN CHRISTIAN CHILDREN'S HOME		
Address:	100 W. HARDING P.O. BOX 649		
City:	MORRILTON	State:	AR Zip Code: 72110
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit		
Minority and Women Owned Designation*:	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Service-Disabled Veteran <input type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Women-Owned <input type="checkbox"/> Asian American <input type="checkbox"/> Pacific Islander American		
	AR Certification #: _____ * See Minority and Women-Owned Business Policy		
PROSPECTIVE CONTRACTOR CONTACT INFORMATION			
Provide contact information to be used for solicitation related matters.			
Contact Person:	CHARLIE ARNOLD	Title:	DIRECTOR of CHILDREN'S SERVICES
Phone:	501-477-4073	Alternate Phone:	501-289-8517
Email:	CHARLIE@SCHOME.ORG		
CONFIRMATION OF REDACTED COPY			
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input checked="" type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested. <i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Solicitation Terms and Conditions for additional information.</i>			
ILLEGAL IMMIGRANT CONFIRMATION			
By signing and submitting a response to this <i>Solicitation</i> , a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants and shall not employ or contract with illegal immigrants during the term of a contract awarded as a result of this solicitation.			
ISRAEL BOYCOTT RESTRICTION CONFIRMATION			
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel and shall not boycott Israel during the term of a contract awarded as a result of this solicitation.			
<input checked="" type="checkbox"/> Prospective Contractor does not and shall not boycott Israel.			

An official authorized to bind the Prospective Contractor to a resultant contract shall sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Solicitation* may cause the Prospective Contractor's response to be rejected.

Authorized Signature: Charlie Arnold **Title:** DIRECTOR of CHILDREN'S SERVICES

Printed/Typed Name: CHARLES D. ARNOLD **Date:** 2-25-25

SECTIONS 1 – 4: VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

Authorized Signature: Charles D. Arnold

Printed/Typed Name: CHARLES D. ARNOLD Date: 2-25-25

PROPOSED SUBCONTRACTORS FORM

- **Do not** include additional information relating to subcontractors on this form or as an attachment to this form.

PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP

☒ **PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.**

Southern Christian Children's Home

Charles Auld

3-19-25

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203

ADDENDUM 1

TO: All Addressed Vendors
FROM: Office of Procurement
DATE: January 22, 2025
SUBJECT: 710-24-094 Private Licensed Placement Agencies

The following change(s) to the above referenced IFB have been made as designated below:

- ☐ Change of specification(s)
- ☐ Additional specifications(s)
- ☐ Change of bid opening date and time
- ☐ Cancellation of bid
- ☒ Other

OTHER

- Section 3.2 Cost Score – remove and replace with the following:
 - A. When pricing is opened for scoring, the maximum amount of cost points will be given to the proposal with the lowest unit price as shown on the Official Bid Price Sheet. (See Grand Total Score for maximum points possible for cost score.)
 - B. The amount of cost points given to the remaining proposals will be allocated by using the following formula:
$$(A/B) \times (C) = D$$

A = Lowest Unit Price
B = Second (third, fourth, etc.) Lowest Unit Price
C = Maximum Points for Lowest Unit Price
D = Unit Price Points Received

The specifications by virtue of this addendum become a permanent addition to the above referenced IFB. Failure to return this signed addendum may result in rejection of your proposal.

If you have any questions, please contact:

Ian Cunningham, DHS.OP.Solicitations@dhs.arkansas.gov, (501) 682-0120



Vendor Signature

2-26-25
Date

SOUTHERN CHRISTIAN CHILDREN'S HOME
Company

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203

ADDENDUM 2

TO: All Addressed Vendors
FROM: Office of Procurement
DATE: February 5, 2025
SUBJECT: 710-24-094 Private Licensed Placement Agencies

The following change(s) to the above referenced RFP have been made as designated below:

- ☐ Change of specification(s)
☐ Additional specifications(s)
☒ Change of bid opening date and time
☐ Cancellation of bid
☒ Other

CHANGE OF BID OPENING DATE AND TIME

- Proposal Submission date and time has been extended to February 28, 2025, 1:00 p.m. CST
- Proposal Bid Opening date and time has been extended to February 28, 2025, 2:00 p.m. CST

OTHER

- Section 1.31 Schedule of Events — Remove and replace with the following:

SOLICITATION SCHEDULE

ACTIVITY	DATE
Public Notice of RFP	January 13, 2025
Deadline for Receipt of Written Questions	January 17, 2025, 4:00 p.m. CST
Response to written Questions, On or About	January 24, 2025
Proposal Due Date and Time	February 28, 2025, 1:00 p.m. CST
Opening Proposal Date and Time	February 28, 2025, 2:00 p.m. CST
Intent to Award Announcement Posted, On or About	April 10, 2025
Contract Start Date (Subject to State Approval)	July 1, 2025

The specifications by virtue of this addendum become a permanent addition to the above referenced RFP. Failure to return this signed addendum may result in rejection of your proposal.

If you have any questions, please contact:

Ian Cunningham, DHS.OP.Solicitations@dhs.arkansas.gov, (501) 682-0120


Vendor Signature

2-25-25
Date

SOUTHERN CHRISTIAN CHILDREN'S HOME
Company

Contract Number _____
Attachment Number _____
Action Number _____

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: _____ SUBCONTRACTOR NAME: _____

☐ Yes ☒ No

IS THIS FOR:

TAXPAYER ID NAME: SOUTHERN CHRISTIAN CHILDREN'S HOME

Goods? ☐ Services? ☒ Both? ☐

YOUR LAST NAME: ARNOLD

FIRST NAME: CHARLES

M.I.: D

ADDRESS: 100 W. HARDING ST. P.O. BOX 649

CITY: MORRILTON

STATE: AR

ZIP CODE: 72110

COUNTRY: USA

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (√)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Relation
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

☒ None of the above applies

FOR AN ENTITY (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (√)		Name of Position of Job Held [senator, representative, name of board/commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?		
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)	Position of Control
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

☒ None of the above applies

Contract Number _____
Attachment Number _____
Action Number _____

Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature Charlie Arnold Title DIRECTOR of CHILDREN'S SERVICES Date 2-25-25
Vendor Contact Person CHARLIE ARNOLD Title DIRECTOR of CHILDREN'S SERVICES Phone No. 501-477-4073

Agency use only

Agency Number 0710 Agency Name Department of Human Services Agency Contact Person _____ Contact Phone No. _____ Contract or Grant No. _____



Department of Transformation and Shared Services

Governor Sarah Huckabee Sanders

Secretary Leslie Fiskens

COMBINED CERTIFICATIONS FOR CONTRACTING WITH THE STATE OF ARKANSAS

Pursuant to Arkansas law, a vendor must certify as specified below and as designated by the applicable laws.

1. **Israel Boycott Restriction:** For contracts valued at \$1,000 or greater.

A public entity shall not contract with a person or company (the "Contractor") unless the Contractor certifies in writing that the Contractor is not currently engaged in a boycott of Israel. If at any time after signing this certification the Contractor decides to boycott Israel, the Contractor must notify the contracting public entity in writing. See Arkansas Code Annotated § 25-1-503.

2. **Illegal Immigrant Restriction:** For contracts valued at \$25,000 or greater.

No state agency may contract for services with a Contractor who knowingly employs or contracts with an illegal immigrant. The Contractor shall certify that it does not knowingly employ, or contract with, illegal immigrants. See Arkansas Code Annotated § 19-11-105.

3. **Energy, Fossil Fuel, Firearms, and Ammunition Industries Boycott Restriction:** For contracts valued at \$75,000 or greater.

A public entity shall not contract unless the contract includes a written certification that the Contractor is not currently engaged in and agrees not to engage in, a boycott of an Energy, Fossil Fuel, Firearms, or Ammunition Industry for the duration of the contract. See Arkansas Code Annotated § 25-1-1102.

4. **Scrutinized Company Restriction:** Required with bid or proposal submission.

A state agency shall not contract with a Scrutinized Company or a company that employs a Scrutinized Company as a subcontractor. A Scrutinized Company is a company owned in whole or with a majority ownership by the government of the People's Republic of China. A state agency shall require a company that submits a bid or proposal for a contract to certify that it is not a Scrutinized Company and does not employ a Scrutinized Company as a subcontractor. See Arkansas Code Annotated § 25-1-1203.

By signing this form, the Contractor agrees and certifies they are not a Scrutinized Company and they do not currently and shall not for the aggregate term of any resultant contract:

- Boycott Israel.
- Knowingly employ or contract with illegal immigrants.
- Boycott Energy, Fossil Fuel, Firearms, or Ammunition Industries.
- Employ a Scrutinized Company as a subcontractor.

Contract Number: _____ Description: _____

Agency Name: Southern Christian Children's Home

Vendor Number: _____ Vendor Name: _____

Vendor Signature

3-19-25

Date

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Southern
Christian

1.2 EQUAL EMPLOYMENT OPPORTUNITY

SCCH is an equal opportunity employer. It is our policy that all employees have a right to work in an environment free of discrimination, which encompasses freedom from any form of harassment, as well as protection from retaliation for reporting or objecting to harassment/discrimination or participating in an investigation of reported incidents.

Discrimination Prohibited – SCCH provides equal opportunity to all employees and applicants for employment. No person is to be discriminated against in employment opportunities or practices on any basis protected by applicable federal, state, or local law including race, religion, color, sex, pregnancy, national origin, age, veteran status or military service, genetic information, citizenship, disability status, or any other characteristic or status protected by law. This policy applies to all terms, conditions and privileges of employment including, but not limited to, hiring, transfer, promotion, termination, layoff, retirement, training, compensation, and benefits. This includes the behavior of peers, superiors, subordinates, customers, and visitors to the premises. Such conduct by an employee may result in disciplinary action up to and including dismissal.

Harassment Free Workplace – SCCH is committed to a work environment free from unlawful harassment in which everyone is treated with respect and dignity while working, while on SCCH premises, while traveling on SCCH business, or at SCCH social functions. SCCH has zero tolerance for unlawful harassment.

Unlawful harassment is defined as harassment based on any characteristic protected by applicable federal, state, or local law including race, religion, color, sex, pregnancy, national origin, age, veteran status or military service, genetic information, citizenship, disability status, or any other characteristic or status protected by law. Also prohibited are statements or actions that are threatening, intimidating, vulgar, or hostile, even if not based on protected class status. Such conduct may make a reasonable person uncomfortable in the work environment or could interfere with an employee's ability to perform his or her job, regardless of whether the actions are from a fellow employee, supervisor, customer or visitor.

Comments or actions of this type, even if intended as a joking matter among friends, are always inappropriate in the workplace and will not be tolerated. The conduct forbidden by this policy specifically includes, but is not limited to (a) epithets, slurs, negative stereotyping, kidding, teasing, joking or intimidating acts that are based on a person's protected status, and (b) written or graphic material circulated within the workplace that shows hostility toward a person or group because of a person's protected status or characteristic(s).



Southern
Christian

No supervisor or manager should participate in such behavior and must take immediate action to stop those who are known to be or suspected of being involved in such conduct. The supervisor must also contact and report the information up the chain of command so appropriate action may be taken.

Employees and Applicants with Disabilities – SCCH is committed to complying with all applicable provisions of the Americans with Disabilities Act (“ADA”). It is SCCH’s policy not to discriminate against any qualified employee or applicant with regards to any terms or conditions of employment because of such individual’s disability or perceived disability so long as the employee can perform the essential functions of the job. Employees with a disability who believe they need a reasonable accommodation to perform the essential functions of their job should contact the Human Resources Department. Consistent with this policy of nondiscrimination, SCCH will provide reasonable accommodations to a qualified individual with a disability who has requested an accommodation, provided that such accommodation does not constitute an undue hardship to SCCH.

An employee or job applicant who has questions regarding this policy or believes that he or she has been discriminated against based on a disability should notify Human Resources. All such inquiries or complaints will be treated as confidential to the extent permissible by law. No employee or applicant will be retaliated against based on reporting disability discrimination or harassment.

COUNTIES

- Instructions:** Select each county in which services can be provided by the Prospective Contractor. (Refer to Attachment J State Map of Counties).

Arkansas	
Ashley	
Baxter	
Benton	
Boone	
Bradley	
Calhoun	
Carroll	
Chicot	
Clark	
Clay	
Cleburne	
Cleveland	
Columbia	
Conway	
Craighead	
Crawford	
Crittenden	
Cross	
Dallas	
Desha	
Drew	
Faulkner	
Franklin	
Fulton	

Garland	
Grant	
Greene	
Hempstead	
Hot Spring	
Howard	
Independence	
Izard	
Jackson	
Jefferson	
Johnson	
Lafayette	
Lawrence	
Lee	
Lincoln	
Little River	
Logan	
Lonoke	
Madison	
Marion	
Miller	
Mississippi	
Monroe	
Montgomery	
Nevada	

Newton	
Ouachita	
Perry	
Phillips	
Pike	
Poinsett	
Polk	
Pope	
Prairie	
Pulaski	
Randolph	
Saline	
Scott	
Searcy	
Sebastian	
Sevier	
Sharp	
St. Francis	
Stone	
Union	
Van Buren	
Washington	
White	
Woodruff	
Yell	

All counties (Statewide)	<input checked="checked" type="checkbox"/>
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SECTION 2.3 MINIMUM QUALIFICATIONS

Please select one (1) of the following:

☒

Currently licensed as a Private Licensed Placement Agency by the Child Welfare Agency Review Board.

If the Prospective Contractor is currently licensed, the Prospective Contractor must provide with bid submission a copy of licensure.

☐

NOT currently licensed as a Private Licensed Placement Agency by the Child Welfare Agency Review Board.

If the Prospective Contractor is not currently licensed, the Prospective Contractor must complete and sign the Statement of Attestation located on page 7 of this response packet.

STATEMENT OF ATTESTATION

The Contractor **must** be licensed as a Private Licensed Placement Agency by the Child Welfare Agency Review Board by the contract start date of June 1, 2025, as set out in the Minimum Licensing Standards for Child Welfare Agencies. Failure to do so will result in contract termination. Services and payments shall not be provided under any resulting contract without licensure. Any license submitted after the bid opening but before June 1, 2025, **must** be submitted to the Program Manager of the SSU.

By signature below, the Prospective Contractor agrees to and shall fully comply with all requirements as described in this attestation.

Authorized Signature: 

Printed/Typed Name: CHARLES D. ARNOLD Date: 2-25-25

INFORMATION FOR EVALUATION

- *Provide a response to each item/question in this section. Prospective Contractor may expand the space under each item/question to provide a complete response.*
- ***Do not** include additional information if not pertinent to the itemized request.*

	Maximum RAW Score Available
E.1 MINIMUM QUALIFICATIONS	
A. Provide information regarding staffing. Identify key personnel that will execute the requirements of this RFP. Include name, status (full time employee or part-time employee), title, role, responsibilities, and credentials.	5 points
B. Provide an organizational chart displaying the overall business structure.	5 points
C. Describe how the Prospective Contractor proposes to maintain sufficient staffing levels to ensure successful implementation of the Scope of Work.	5 points
D. Provide a brief history of the Prospective Contractor's number of years of experience in providing social work or work in a child welfare related field as well as completed training.	5 points
E.2 APPROACH TO SCOPE OF WORK	
A. Describe the Prospective Contractor's ability to provide statewide services include the number of homes available and the city they are located in.	5 points
B. Describe how the Prospective Contractor plans to comply with DCFS policy and procedures.	5 points
C. Describe in detail how the Prospective Contractor plans to execute the Scope of Work independent of DCFS.	5 points
D. Describe the Prospective Contractor's admission criteria.	5 points
E. Describe how the Prospective Contractor will work with DCFS to achieve reunification and permanency for children and youth.	5 points
F. State the Prospective Contractor's plan for continued placement support and crisis intervention surrounding placement disruption.	5 points
G. Describe the Prospective Contractor's referral process.	5 points
E.3 ADDITIONAL CONTRACT REQUIREMENTS	
A. State how the Prospective Contractor proposes to ensure all employees have required background checks.	5 points
B. Describe how Prospective Contractor will comply with the reporting and billing requirements stated in this RFP.	5 points
C. Describe the Prospective Contractor's record retention and confidentiality policies.	5 points

E.1 MINIMUM QUALIFICATIONS

A. Provide information regarding staffing. Identify key personnel that will execute the requirements of this RFP. Include name, status (full time employee or part-time employee), title, role, responsibilities, and credentials.

Executive Director: Full time position

Gary Gibson, Bachelor of Business Administration. Licensed childcare administrator, State of Texas, April 2015, Inactive. Met CEU annual requirements for Texas and Arkansas to date. Employed as administration with licensed childcare agencies since August 1999.

Director of Children's Services: Full time position

Charlie Arnold, Master of Science in Education, S.A.F.E. Supervisor, N.T.D.C. Trainer. The Director of Children's Services oversees all aspects of the foster care program including recruitment and training and all other requirements to open resource families according to Minimum Licensing standards and DCFS Policy. Supervises caseworkers and case management services.

Case manager / Recruiter: Full time position

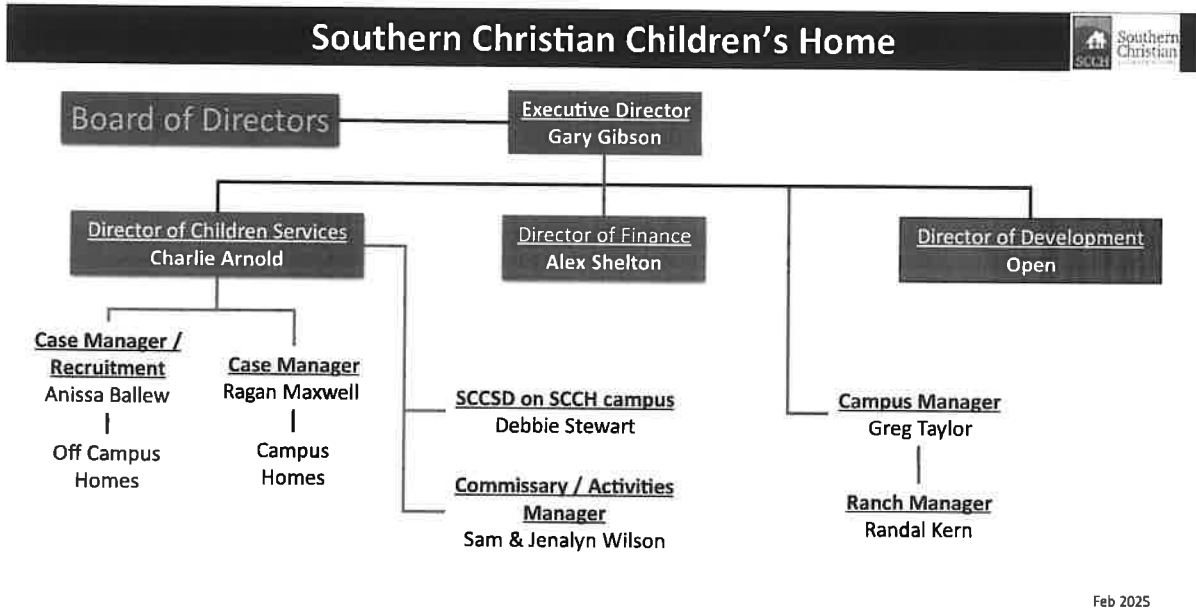
Anissa Ballew, Bachelor of Arts in Sociology, S.A.F.E. Study Certified, N.T.D.C. Trainer. The recruiter of resource families follows leads of potential resource families from Every Child Arkansas, from local congregations, and any other local leads. She conduct SAFE home studies, background checks and NTDC trainings as required to approve a resource home. As caseworker, she is responsible for all case work services to children placed in SCCH approved resource homes according to DCFS Policy and Minimum Licensing Standards. She works with DCFS, the courts, CASA, and other service providers as needed to meet the needs of the child.

Case manager: Full time position

Ragan Maxwell, Master of Arts in Human Services Counseling, S.A.F.E. Study Certified. As caseworker, she is responsible for all case work services to children placed in SCCH approved resource homes according to DCFS Policy and Minimum Licensing Standards. She works with DCFS, the courts, CASA, and other service providers as needed to meet the needs of the child.

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B. Provide an organizational chart displaying the overall business structure.



C. Describe how the Prospective Contractor proposes to maintain sufficient staffing levels to ensure successful implementation of the Scope of Work.

New Staff is hired as positions open. Staff positions are recruited through a strategic partnership with local universities, churches, partner organizations, and the general public. This approach ensures a diverse pool of qualified candidates, promoting an inclusive and skilled workforce.

D. Provide a brief history of the Prospective Contractor's number of years of experience in providing social work or work in a child welfare related field as well as completed training.

In 1926 the current agency was established in Fort Smith, Arkansas providing residential care for children in Arkansas and Oklahoma. Following a merger in 1934 with a residential care agency in Jonesboro the current agency was incorporated in 1936 as Southern Christian Children's Home, Morrilton, Arkansas. The Agency provides homes for at-risk children who need love, sympathy, stability and care. In 1947 a musical and vocational teacher was added to the residential care and classroom instruction under partnership with the public school. From 1950 through 1980 the Agency aligned Harding College and other colleges to address youth's

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higher education needs once they left the residential program. From 1990 through 2016 the Agency's focus returned to residential needs and meeting basic levels of care for at-risk children. The Agency has always been licensed with Arkansas DHS without financial support from DHS. The Agency is a not-for-profit charitable residential childcare organization operating on private donations. Southern Christian Children's Home currently operates in full compliance under a residential childcare license and a PLPA license, benefiting thousands of children over the course of 99 years. All staff and resource parents comply annually with all DCFS and Minimum Licensing requirements for continuing education and implementation of safe caregiving practices.

E.2 APPROACH TO SCOPE OF WORK

A. Describe the Prospective Contractor's ability to provide statewide services include the number of homes available and the city they are located in.

SCCH is focusing recruitment efforts in counties surrounding Conway County and in DCFS area 5. We are also opening homes from church identified families in the congregations that support SCCH from around the state. As the number of families increases in the future, SCCH plans to increase the number of case manager positions as needed in the geographic locations of the families.

SCCH currently has 6 Resource homes in the following cities.

1 home in Morrilton in Conway County

1 home in Vilonia in Faulkner County

1 home in Alexander in Saline County

1 home in Harrison in Boone County

2 homes in Mountain Home in Baxter County

B. Describe how the Prospective Contractor plans to comply with DCFS policy and procedures.

SCCH trains and works with each resource home on DCFS Policy and Minimum Licensing Standards. SCCH also diligently works with DCFS in each county that we maintain a resource home, not only to meet and exceed DCFS Policy, Minimum Licensing Standards but also best practices for the children we serve. As Arkansas laws change, and DCFS Policy or Minimum Licensing Standards are updated, SCCH

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will update our policies and procedures and train all resource families to the new regulations or standards.

C. Describe in detail how the Prospective Contractor plans to execute the Scope of Work independent of DCFS.

SCCH employs case managers for each resource home and for each child that is placed within a SCCH approved home. Each case manager works directly with each family and child to meet and exceed case work standards set out by Minimum Licensing Standards. SCCH case managers are trained in S.A.F.E. home studies and N.T.D.C. training for pre-service and ongoing training required by DCFS. They also prepare case plans and court reports for each child and attend court proceedings among other case management duties to each child and resource family as needs arise. Each case manager visits each resource home and visits each child at minimum of once a month or more as needed, and are in contact regularly via calls, texts and emails with the resource family and assigned DCFS case manager many times a month as needed.

D. Describe the Prospective Contractor's admission criteria.

SCCH accepts DCFS Form CFS-367 as the application or intake document. When this completed form is provided, the SCCH placement team reviews the information and may ask for other information, like school or mental health records, to determine if this child is appropriate for our program. SCCH will then inform suitable resource parents for a child to determine their willingness to accept the placement. The CFS-367 and other information gathered from DCFS helps the SCCH placement team and resource parent make an informed decision by providing as much comprehensive information about the prospective placement as possible. Placement consideration also includes the number of current placements in each resource home and the resource parents' ability to meet the needs of existing placements as well as the needs of any new youth.

E. Describe how the Prospective Contractor will work with DCFS to achieve reunification and permanency for children and youth.

SCCH diligently cooperates with DCFS staff and resource parents to ensure that all visitations are accomplished in accordance with policy and court order. SCCH often provides space on the SCCH campus for visitation outside of an office setting. SCCH regularly provides transportation to various adoption events and TYS classes

to ensure youth have opportunities to achieve permanency timely while obtaining the skills needed to be independent adults. SCCH staff and resource parents actively participate in all scheduled staffings and disclosures to share all pertinent information about the youth to the support team for permanency planning. When appropriate, SCCH staff and resource parents provide additional support to biological families as well.

F. State the Prospective Contractor's plan for continued placement support and crisis intervention surrounding placement disruption.

SCCH works diligently with all resource parents, their RFSS families, the schools, counselors and any other support system including our partnering churches to prevent any disruption in placement. This includes, as much as possible, being fully informed about the child before placement to prevent a placement disruption. SCCH prioritizes knowing the resource parents and how they are doing emotionally before, during and after placements. This plays a large part in preventing placement disruptions. SCCH will utilize all resource parents and services available to support the child and resource parents when a crisis arises. This includes assisting with mobile assessments and working with partner agencies to find a more appropriate setting for a youth in crisis should a disruption be inevitable.

G. Describe the Prospective Contractor's referral process.

SCCH has made our resident application to align with the CFS-367 so we can accept the CFS-367 directly from DCFS or our application that can be found on our website at <https://schome.org>. Once the CFS-367 or application is received, the placement team reviews the information to determine if the child would be appropriate for the program at SCCH. The placement team then consults the resource parent(s) with the information received to determine a final placement decision. If any other information is needed that is not on the application or CFS-367 the placement team will reach out directly to the referring party/county to gather additional information to be able to make an informed decision.

E.3 ADDITIONAL CONTRACT REQUIREMENTS

A. State how the Prospective Contractor proposes to ensure all employees have required background checks.

All background checks are completed during the application process before the applicant's start date. Each employee goes through an annual evaluation for job

Information for Evaluation

710-24-094

performance. It is at this time that any updates to background checks are reviewed and submitted as appropriate. The Director of Children Services actively monitors expiration dates for all required background checks and attends to these regularly.

B. Describe how Prospective Contractor will comply with the reporting and billing requirements stated in this RFP.

SCCH has complied with all requests from DCFS and the Licensing Unit to stay in compliance with all standards or policies and plans to continue to comply with all reporting and billing requirements as required. SCCH will utilize DCFS's P.I.E. system or other reporting systems as required.

C. Describe the Prospective Contractor's record retention and confidentiality policies.

This Agency will keep a hard copy of a child's file while the child is placed with us. Once a child is discharged, their file will be scanned into our database. Electronic files will be archived seven years after the child's 18th birthday.

710-24-094

STATE OF ARKANSAS

SECRETARY OF STATE

John Thurston
ARKANSAS SECRETARY OF STATE

To All to Whom These Presents Shall Come, Greetings:

I, John Thurston, Arkansas Secretary of State of Arkansas, do hereby certify that the following and hereto attached instrument of writing is a true and perfect copy of

Application for Fictitious Name

of

SOUTHERN CHRISTIAN CHILDREN'S HOME

for

SOUTHERN CHRISTIAN HOME

filed in this office
March 30, 2021.

In Testimony Whereof, I have hereunto set my hand and
affixed my official Seal. Done at my office in the City of
Little Rock, this 30th day of March, 2021.



A handwritten signature in cursive script that reads "John Thurston".

Arkansas Secretary of State

THE ARKANSAS CHILD WELFARE AGENCY REVIEW BOARD

In cooperation with



The Arkansas Department of Human Services
Division of Child Care and Early Childhood Education



Certifies that

Southern Christian Children's Home, Inc. dba Southern Christian Children's Home Inc.
Owner

Southern Christian Children's Home Inc.
Agency

100 WEST HARDING STREET
MORRILTON, AR 72110

Is hereby issued Child Placement license #: 236

FOR THE PURPOSE OF PROVIDING, IN THE STATE OF ARKANSAS, THE FOLLOWING SERVICES:

FOSTER CARE FOR CHILDREN AGES 0 TO 18

THIS IS A REGULAR LICENSE WITH AN EFFECTIVE DATE OF 02/08/2016 AND WILL REMAIN IN EFFECT UNLESS THERE IS A STATUS CHANGE.

In Witness whereof



Chairman, Child Welfare Agency Review Board

DATE: 2/23/2016



710-24-094