**ADOPTION RECRUITMENT SERVICES**

**RFP ADOPT-2023**

**TECHNICAL PROPOSAL TEMPLATE**

**Section 2.4**

**ATTACHMENT C**

***Technical Proposal***

**Instructions: Please supply all requested information in the areas shaded yellow and indicate any attachments that have been included. Document all attachments and which Section and question they pertain to in Attachment C. DCS is expecting creative cost saving solutions from all of the Respondents in an effort to distinguish the best partner(s) to select.**

**Provide the Technical Proposal Section number and name for which this Attachment C is being completed.**

* + 1. Respondent will provide a description of their experience with adoption or foster care recruitment. Respondent will describe the outreach strategies they plan to utilize to recruit adoptive parents for the Indiana Adoption Program and Indiana’s Waiting Children.

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* + 1. Respondents will describe the internal process for the proposed service, including how referrals are accepted and processed. Respondents will describe the process to initiate service and maintain/ update child profiles for children in adoption recruitment services.

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* + 1. Respondent will describe their current collaboration or connection with adoption and/or foster care recruitment programs; and how they plan to make sure that their recruitment and outreach services will identify families interested in adoption of older youth.

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* + 1. Respondent will describe their plan for planning, promotion, and execution of recruitment events. Please include information for the regional match events and the statewide events.

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* + 1. Respondent will describe collaborative efforts and relationships with adoption providers and partnerships to enhance adoption recruitment services.

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2.4.6 Respondent will describe staff and staffing responsibilities which should include hours for program preparation, events, and administrative tasks.

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2.4.7 Respondent will describe how they will monitor the recruitment of families that result in obtaining a recommendation to adopt.

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* + 1. Respondent will describe how they will meet the reporting requirements set out in section 1.4.1. The respondent will provide examples of the reporting that could potentially be provided.

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