



# Project SEARCH DDS

## PILOT FAQ's

- Is my agency a DDS transition services provider? Would it say this in our contract?  
*You will need to check your Provider Profile on the DDS website to ensure that your agency is Qualified for Transition Services.*  
*See link*  
[http://www.ct.gov/dds/lib/dds/operations\\_center/providers/qualified\\_providers\\_list.pdf](http://www.ct.gov/dds/lib/dds/operations_center/providers/qualified_providers_list.pdf)
- Do we need to be one of the 13 approved NEW BRS contract vendors?  
*It is not a requirement of this Notice of Opportunity to be a BRS contract vendor.*
- What should a successful PS program look like?  
*Please refer to the national Project SEARCH website. See link*  
<https://www.projectsearch.us/>
- What extent should the relationship provider has with potential host agency be in order to make application?  
*Applicants must have a host site in mind but can be subject to change. The further along the relationship is developed with the host site the stronger the application will be.*
- Fully Signed Commitment letter- specifically from whom? Can it be from me or does it need to be from our CEO?  
*As stated on the bottom of the Commitment letter it needs to be signed by the Executive Director and a representative of the Board.*
- Since there is no mention of what finances are included, it is hard to plan the appropriate people (credentials, levels) without knowing what the 'reimbursement' will look like. Is the thought that the interns would be funded through DDS at the Transition rate?  
*Yes, interns would be funded through the Transition Services Rate and Transition Services 1X until they are employed and then would move to ISE.*

- Under 'list partners' DDS is mentioned- do we need to have specific people within DDS that will support us, or are they already identified since this is being supported by DDS? Or do you just want to know which regions/offices we work with? The same for DORS.

*Providers should note in the application the DDS regions and DORS offices that they collaborate with.*

- We provide services throughout different regions. We envision being able to run two different Project Search models one out of the Bristol area and another out of Danbury. Will one application suffice?

*Providers should submit separate applications/proposals for each region that they wish to be considered for.*

- What is the age for Project SEARCH participants? Is over 21 acceptable? Can it be for students in their last year of high school?

*For this project, the expectation is that the majority of individuals supported would be 21 & over but that does not preclude supporting someone under 21.*

- Does the Site Instructor need to be a certified Special Education teacher?

*No, the site is not required to have a certified Special Education Teacher.*

- Does DDS still have the school liaison position?

*DDS has Transition Coordinators; however, at this time we have not determined who will be the regional leads for this pilot.*

- Do you have the dates for the mandatory September training?

*Once successful candidates have been selected, the dates for the September Training will be coordinated with National Project SEARCH and Pilot participants.*

- Besides covering the cost of the initial training and licensing fee, will DDS be funding any other costs in the next 3 years?

*DDS will be covering the cost of the initial training and licensing fee along with service dollars to support the program. See Project SEARCH website for additional licensing details.*

- Are there any other incentives from DDS to assist in supporting a Job Developer under this model? Or in paying wages of the interns during their internships?

*Individuals that complete the training and are hired by an employer will be eligible for all applicable ISE incentives.*

*Internships are non-paid internships through Project SEARCH just as they are for DDS Transition Service programs.*

- Has DDS already established an integral understanding and commitment from DORS/BRIS to support this project?

*DDS is in the process of securing DORS participation on a Pilot Advisory Committee.*

- Whereas the Transition Services DDS model is up to 3 years, is this Project SEARCH DDS funded model a one year project?

*The Project SEARCH Model is based on a school Year and it is hoped that individuals transition to employment at the end of the year. It will certainly work within the DDS Transition Service time limit of 3 years. Project SEARCH is designed to be a one year program with employment as its conclusion.*

- If BRS has determined the individual presently competitively unemployable, but they are under a LON of a 6, does DDS see this person as a potential candidate for this Project SEARCH model or more likely for Transition Services?

*If a person has the desire to work then they are a candidate for this model that will be funded through DDS Transition Service.*

- Regarding persons who will serve on the planning/steering committee, what is the role and time commitment for each category of person?

*The commitment would be to assist the agency to support this program to successful completion. Time commitment may vary based on what stage of the process the provider is in.*

- Regarding “financial support” in No. 4 for each professional, can funding include: 1. Private pay; 2. DDS Career Planning Funds; and/or 3. School district funding?

*The composition of the group can be, but doesn't have to, include individuals funded by DDS, School Systems or private pay, but the majority of participants should be funded by DDS transition funds and 1x as previously noted.*

- In No. 4, it asks to “list the required components.” Is this referring to the five categories of staff listed?

*Applicants should describe their plan for how they will implement all or some these components into a successful program.*

- In No. 4, AV and supplies, does this refer to the classroom portion of Project SEARCH?

*Applicants should describe their plan for utilization of AV and other supplies/medium to implement the classroom portion of this program.*

- In answering questions No. 6 and No. 7, is it okay to list several potential host sites?

*Yes. The providers should detail its relationship with each and why it would be a viable host site.*

- When it says that we will agree to “work with other Pilot participants,” is this referring to the other two providers who will be approved by DDS to run other Connecticut Project SEARCH sites?

*Yes.*

- Will we have a vote in determining when meetings with other Pilot participants are set up?

*A mutually agreed upon meeting date and time will be coordinated with all participants involved in the process.*

- What is the ideal number of people for the Steering/Planning Committee?  
*Please refer to Project SEARCH website <https://www.projectsearch.us/>*
- How many “required trainings” will be required during the set-up year?  
*There will be the initial training but there will be consultations with Project SEARCH throughout the set-up. Please refer to Project SEARCH website for training requirements <https://www.projectsearch.us/>  
Participants will be expected to participate in all pilot related trainings and consultations.*
- Can Project SEARCH interns have above a 70 IQ?  
*For this pilot we are expecting that the majority of individuals supported would be individuals supported by DDS or be DDS Eligible, but this does not preclude supporting someone outside of DDS as well.*
- For the three-year host site commitment, if the host site is a hotel, can the site move to a second location in Year 2?  
*The intention is that the HOST Site be consistent throughout the first 3 years.*
- Can a percentage of the Project SEARCH interns be DDS-qualified, incoming age outs?  
*Yes.*
- Is there a minimum number of Project SEARCH interns who must be DDS qualified?  
*The majority of interns should be supported by DDS or be DDS eligible.*
- Will individuals we are currently serving be eligible for this program?  
*Yes.*
- Can the work site be across the CT border in NY?  
*Yes, we will allow a HOST SITE to be in a Border state no more than 10 miles from the agency CT office location. The majority of interns will need to be CT DDS participants or CT DDS eligible however, preference will be given to CT-based host sites as the intent of the pilot is to expand employment opportunities in Connecticut.*