

**SIGNATURE PAGE**

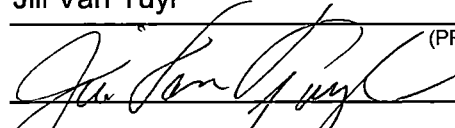
**CC-11-2023**

To the Monmouth County Board of County Commissioners:

**THE UNDERSIGNED HEREBY DECLARES THAT  
I (WE) HAVE CAREFULLY EXAMINED THE SPECIFICATIONS.  
I (WE) HEREBY CERTIFY PRICES QUOTED ARE IN ACCORDANCE  
WITH YOUR REQUIREMENTS.**

Company Name: The Arc of Monmouth  
(PRINT)

Preparer's Name: Jill Van Tuyl  
(PRINT)

Signature:  2-14-23  
(DATE)

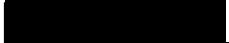
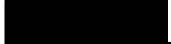
Address: 1158 Wayside Road  
Tinton Falls, NJ 07712

Telephone No.: 732-493-1919 x773

Fax No.: 732-493-0214

E-Mail Address: jvantuyl@arcofmonmouth.org  
**\*\*\* (This should be the email where Contracts would be sent) \*\*\***

Contact Person: Philip Orlando

FEIN:   
(Federal Employer ID)  
BRC:   
(Business Registration Certificate)

(Revised 2/2017)

PROGRAM SUMMARY SHEET

ATTACHMENT 1

Please complete the following Program Summary Sheet for each program that you propose to deliver. If you intend to provide more than one (1) program, please make the appropriate number of copies of this form and submit a separate summary sheet for each program.

The Arc of Monmouth



Contractor Name:

FEIN Number:

Jill Van Tuyl

1158 Wayside Road, Tinton Falls, NJ 07712, 732-493-1919 x773

Administrative Contact Person:

Administrative Address and Phone Number:

732-493-0214

jvantuyl@arcofmonmouth.org

Administrative Fax Number:

Administrative Email:



Leslie Kelly

1345 Campus Parkway, Wall, NJ 07719, 732-686-1105 X450

Program Contact Person:

Program Address and Phone Number:

732-256-4101

lkelly@arcofmonmouth.org

Program Fax Number

Program Email:

Program Type (Out-of-school)

Youth DSP Trainee Program

Brief Program Description:

The Youth DSP (Direct Support Professional) Assistant Trainee Program seeks to hire Monmouth County youth wishing to explore a career in the human services field. This serves two purposes: It will fill the current gap in staffing and provide important training for young adults wishing to explore career opportunities, and be exposed to valuable life skills. Candidates will be trained to facilitate programs ranging from arts and crafts, to recreational activities, to beauty days, and our popular lunch program. Trainees will be provided with an induction period to receive various certifications, then shadow experienced staff as they gain valuable experience to eventually be empowered to handle specific tasks independently.

Total budget: \$130,057

Total Budget Requested: \$ 123,817

Level of Service Requested 5

Cost per youth \$24,763

## PROGRAM / ACTIVITY INFORMATION

### 1. Contractor Information

Name of Contractor	The Arc of Monmouth
Program Activity Name	DSP Assistant Trainee Program
Address of Program Site	1345 Campus Parkway, Wall, NJ 07719
Contact Person	Leslie Kelly
Contact Phone Number	732-686-1105 x450
Office Fax Number	732-256-4101
Contact e-Mail Address	lkelly@arcofmonmouth.org

### 2. Proposal Summary

	Out-of-School
1. Number Youth to be Served	# 5
2. Total Budget (All costs including in-kind staff, non-staff contributions)	\$ 130,057
3. Total In-kind	6,240
4. Total Funds requested for this RFP (Including Participant Wages, Fringe, Stipends)	\$ 123,817
5. Funds requested for this RFP (excluding Participant Wages, Fringe, Stipends)	\$ 47,314
6. Cost Per Participant (\$ Total contract cost / # youth served)	\$ 24,763
<b>Total Funding Requested</b>	<b>\$ 123,817</b>