



**REQUEST FOR PROPOSALS (RFP)
(Non-Competitive)**

Date Issued: July 1, 2024
Proposal Due: September 15, 2024

The South Dakota Council on Developmental Disabilities (Council) is pleased to announce the availability of grant funds in accordance with the Developmental Disabilities Assistance and Bill of Rights Act (DD Act).

AREA OF EMPHASIS

- ◇ Quality Assurance – Leadership Development

ELIGIBLE APPLICANT:

- ◇ Disability Rights South Dakota

STATE PLAN GOAL AND OBJECTIVE

- ◇ The State Plan goal is that people with intellectual and developmental disabilities (IDD) and their families have information, training, support and opportunities to effectively advocate and impact system change and participate in cross-disability coalitions.

PURPOSE:

- ◇ To provide funding for **Year 33 of Partners in Policymaking, Continuing Education for Partners graduates** and **recruitment for Year 34** of Partners in Policymaking.
- ◇ To support a statewide self-advocacy organization – **South Dakota Advocates for Change**
- ◇ To assist people with I/DD to develop and present training to other people with I/DD.
- ◇ To assist people with I/DD to participate on cross-disability boards and committees (assistance with applying for positions, training on how to be a board member, etc.)
- ◇ To provide funding for the Council's April meeting room expenses, and Council members and staff meals and lodging during the April meeting and Partners Continuing Education weekend.

BACKGROUND INFORMATION:

- ◇ People with intellectual and developmental disabilities have often been in the position of having others make decisions on their behalf. The Council believes that when decisions are made that affect a person's life, the right to make that decision is the person's and/or the family/guardian. For people with developmental disabilities and/or families/guardians to assume this decision-making role, training on how to work with the complex delivery system is important.

MINIMUM REQUIREMENTS:

- ◇ The project funds must be used for the above stated purpose only.
- ◇ The applicant must address how they plan to reach currently unserved or underserved populations through this project (i.e. Native Americans, other ethnicities, rural, etc.).
- ◇ Projects must benefit individuals with developmental disabilities and/or their families.
- ◇ Project applications must utilize forms and follow the format provided in the grant application packet. In addition, please provide a plain language one-page bulleted summary of the intent, activities, funding requested, and outcomes from the past 12 months.
- ◇ An evaluation must be completed. The grant proposal should include the methodology to be used and proposed evaluation questions.

FUNDING:

- ◇ Federal funds available for this project: not to exceed \$210,000.
- ◇ Projects should be completed between October 1, 2024 and September 30, 2025.
- ◇ A maximum of 75% of the costs approved for the project can be provided by the Council.
- ◇ Grantees must provide at least 25% matching non-federal funds. The non-federal share of the cost of the project may be provided in-kind.
- ◇ The Council is not liable for any costs incurred by the applicant prior to issuance of a legally executed contract or procurement document. Further, no proprietary interest of any nature shall occur until a contract is awarded and signed by all concerned parties.
- ◇ Payments of federal funds will be made upon approval of proposal, completion of the grant agreement and receipt of budget reports.

REPORTING REQUIREMENTS:

- ◇ Projects receiving funding will be required to provide a quarterly narrative and financial accounting of the project on forms supplied by the Council.
- ◇ Grant Reporting Procedures are included with the grant application packet.
- ◇ Participant information must be collected at the time of events and reported in the Annual Survey of Grantees.
- ◇ In addition, on-site visits may be conducted by Council staff.

CANCELLATION OF REQUEST FOR PROPOSAL

- ◇ The Council reserves the right to cancel this Request for Proposal at any time, without penalty.

ACCEPTANCE/REJECTION OF PROPOSAL

- ◇ The Council reserves the right to not fund a proposal, to fund at a level different than what was requested or to fund with alterations.

REVIEW PROCESS

- ◇ Project proposals will be reviewed and approved by the Council at their fall meeting.
- ◇ Proposal review will include areas such as: the project narrative, measurable objectives, applicant's qualifications, budget justification, letters of support, and evaluation methodology.
- ◇ Applicants will be offered the opportunity to either appear before the Council or the opportunity to conduct a conference call to present a project summary and respond to questions.
- ◇ *Individual Council members who have questions regarding the proposal may contact applicants prior to the scheduled meeting/presentation.*

Requests for grant applications, as well as questions regarding the proposal submission process should be addressed to: South Dakota Council on Developmental Disabilities, 2520 E Franklin Street, Suite 4, Pierre, South Dakota 57501-5070, (605) 773-6369.

Application materials are available in alternate formats by request.