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**REQUEST FOR PROPOSAL
(Non-Competitive)**

Date Issued: August 19, 2022
Proposals Due: December 15, 2022

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

- ◇ Education – **Community Based Transition Partnership, Year 3**

ELIGIBLE APPLICANT:

- ◇ USD Center for Disabilities

BACKGROUND INFORMATION:

- ◇ One of the Council's state plan goals is for Community Supports and Services. With the goal that people with intellectual and developmental disabilities (IDD) and their families have improved access to services and awareness of resources.
- ◇ The Council's objective is to support improved policies and practices at a minimum of 3 agencies providing services to transition age youth.

PURPOSE:

- ◇ To provide funding to continue the implementation of the Community Based Transition Partnership and pilot activities to improve transition services for youth with IDD (including those in rural and reservation areas).

OUTCOMES EXPECTED:

1. Continue the advisory group that includes families to advise and participate in the activities implemented.
2. Offer opportunities to local education agencies to pilot new ideas and strategies.
3. Evaluation will include details on the improved policies and practices implemented because of grant activities.

MINIMUM REQUIREMENTS:

- ◇ The project funds must be used for the above stated purpose only.
- ◇ Projects must benefit people with intellectual and developmental disabilities and/or their families.
- ◇ The applicant must address how they plan to reach currently unserved or underserved populations through this project (i.e. Native Americans, Hispanics, rural, etc.).

- ◇ Project applications must utilize forms and follow the format provided in the grant application packet.

FUNDING:

- ◇ Federal funds available for this project. A maximum of \$100,000 is available.
- ◇ Projects should be completed between April 1, 2023 and March 31, 2024.
- ◇ 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 monthly or quarterly upon receipt of the narrative and budget reports and after the final report is received.

REPORTING/EVALUATION REQUIREMENTS:

- ◇ Projects receiving funding will be required to provide a quarterly narrative and financial accounting of the project on forms supplied by the Council.
- ◇ Evaluation activities must include "Participant Satisfaction" in addition to the Performance Measures shared in the grant application packet.
- ◇ 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 by the Council at their spring meeting.
- ◇ Applicant may be contacted prior to the meeting by individual Council members regarding their proposal.
- ◇ Proposal review will include areas such as: the project narrative, measurable objectives, applicant's qualifications, budget justification, letters of support, and evaluation methodology.
- ◇ Applicant will be offered the opportunity to present in person or to conduct a conference call to present a project summary and respond to questions.

If the grant application packet is not attached, contact Arlene Poncelet at the phone or email below. Questions regarding the grant application and proposal submission process should be addressed to: Arlene Poncelet, Executive Director, South Dakota Council on Developmental Disabilities, 2520 E Franklin Street, Suite 4, Pierre, South Dakota 57501 (605) 773-6369 arlene.poncelet@state.sd.us

Application materials are available in alternate formats by request.