

Board of Vocational Rehabilitation (BVR) Organizational Application for Funding

The South Dakota Board of Vocational Rehabilitation (BVR) has limited funds available to assist organizations to:

- Promote vocational rehabilitation opportunities for individuals with disabilities.
- Assist individuals with disabilities to prepare for, secure, retain, or regain employment.
- Develop and implement innovative approaches to expand and improve the provision of vocational rehabilitation services to individuals with disabilities.

Who can apply for assistance?

- Agencies which provide services for individuals with disabilities.
- Other disability related organizations, profit or nonprofit, which provide services for individuals with disabilities.

When are applications accepted?

- Applications should be submitted at least 6 months prior to the event.

This allows the BVR's Executive Committee to meet and review the application in order to providing a recommendation to the full BVR for consideration and action.

How much assistance is available?

- Funding is dependent upon the availability of federal/state funds.
- Funding is approved on a first come, first serve basis.
- The BVR will provide partial funding of any approved project/event.
 - Marketing and outreach - \$500 maximum
 - Sponsorship of an event – up to \$2,000 maximum
 - Studies and analysis - \$2,000 maximum
 - Emerging project training to improve employment opportunities for individuals with disabilities – up to \$2,000 maximum
- The BVR reserves the right to reject any and all applications.

What can the assistance be used for?

- To provide services to individuals with significant disabilities, e.g., underserved or unserved.
- To demonstrate ways to expand and improve vocational rehabilitation services (i.e., how to improve earnings, how earnings impact benefits, resume and job interviewing skill development, and career advancement).
- To increase capacities that support activities of profit or nonprofit agencies and organizations.
- To develop comprehensive approaches or systems for providing vocational rehabilitation services.
- To conduct studies that enhance vocational rehabilitation opportunities for individuals with disabilities.
- To train individuals with disabilities and individuals providing services to individuals with disabilities and others about vocational rehabilitation services or providing employment opportunities for those with disabilities.
- To provide outreach and/or training to populations that are underserved or unserved, including minority groups in the urban and rural populations.

Criteria for Awarding Funding:

- First time applicants for funds.
- One-time projects/programs, not ongoing operating expenses.
- Projects that enhance vocational rehabilitation opportunities for individuals with disabilities.
- Projects designed to reach underserved or unserved populations.
- Demonstrate partnerships with other agencies or organizations to host an activity (i.e., SHRM, Chamber of Commerce, Mayor's Committee, Centers for Independent Living).
- Applications will be reviewed for evidence of partnering as a benchmark for approval.
- Letters of collaboration from project partners that include their role in the project if funded, i.e., organizations investment of staff time, finances, and/or in-kind donations that support the project.

Funds are not available for:

- Purchase of equipment.
- Consumer stipends.
- Programs/projects funded through other agencies.

How to apply?

- Complete application form, including a one-page abstract and budget justification.
- Submit application at least 6 months prior to the event; to: Board of Vocational Rehabilitation; 221 South Central Avenue, Ste 33; Pierre, SD 57501, or email to colettew@bhssc.org.
- Please call BVR staff at 1-605-494-3613 or email staff at cwagoner@bhssc.org for assistance in completing the application.
- The BVR's Executive Committee will review all applications and make a recommendation to the full board at the next regularly scheduled quarterly meeting.
- All applicants will be notified as to the outcome of their application. If approved, they will be notified as to the amount of financial assistance to be provided by the BVR.
- All awards are dependent upon the availability of federal/state funds.

After we receive funding, then what?

- Funds are provided on a reimbursement basis.
- All bills associated with the proposed event/activity will be submitted to the BVR, as approved in the award letter, no later than 60 days after the event.
- Approved applicants will be asked to complete and submit a *Follow Up Report* to the BVR. (A copy of the *Follow Up Report* will be included in the award letter.)
- An approved applicant might be asked to provide a report in person during a quarterly meeting of the BVR, on what was accomplished by the effort and how it supported vocational rehabilitation opportunities for individuals with disabilities.

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Organizational Application for Funding**

Application

Agency/Organization Name: _____

Organizational Contact Person: _____

Address: _____

City, State, Zip Code: _____

Phone/Cell Number: _____

Email Address: _____

Check one of the following:

_____ Public agency, which provides vocational rehabilitation services for individuals with disabilities.

_____ Disability related organization, which provides technical information or other assistance for individuals with disabilities.

_____ Other, please identify: _____

This project/event falls under which of the following appropriate uses of available funds:

_____ Marketing and outreach

_____ Sponsorship of an event

_____ Studies and analysis

_____ Emerging project training

Amount you are requesting? \$ _____

Title of Project/Event: _____

Date of Event: _____ Location: _____

Have you received assistance from the BVR before? _____ Yes _____ No

If yes, when did you last receive assistance? _____ Amount received \$ _____

By signing below, I verify that the information provided is accurate to the best of my knowledge.

Signature of authorized person/contact of agency or organization:

_____ Date: _____

BUDGET JUSTIFICATION

Description	Requested BVR Funds	Match From Applicant	Match From Other Resources	Total Project Budget
Trainer/Speaker Fees (includes travel and other expenses)				
Meeting Room Rental				
Equipment Needs				
Advertising Costs				
OTHER				
GRAND TOTAL				

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Abstract

How will your project/event promote vocational rehabilitation opportunities for individuals with disabilities in South Dakota?

Please explain the purpose of the project or activity: _____

Please specify how funds will be utilized (i.e., speaker fees/mileage; meeting room costs); or identify the specific activities for which the funds are requested:

Who is the target audience, including the number of people to be involved or impacted?

Please provide a brief description of the expected benefits for the attendees:
