



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

Date Issued: August 1, 2023
Proposals Due: December 15, 2023

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.

PRIORITY AREA:

- ◇ Public Information & Awareness

ELIGIBLE APPLICANT:

- ◇ USD Center for Disabilities

STATE PLAN AREAS THAT MAY BE INCLUDED:

- ◇ Goal 1 Community Supports & Services - People with intellectual and developmental disabilities (IDD) and their families have improved access to services and awareness of resources.
 - ◇ Objectives: share resources and information through multiple media formats and specifically target new groups or locations (such as clinics, schools, etc.); professional development activities for community-based providers, family members and guardians and people with IDD; and support improved policies and practices for providing services to transition age youth+
- ◇ Goal 2 Mental Health – People with intellectual and developmental disabilities have improved access to individually designed mental health services in their own communities.
 - ◇ Objectives: education and awareness activities related to mental health services for people with IDD and events or resources that provide education for family caregivers and direct support providers who assist people with IDD who need mental health services to remain in their communities
- ◇ Goal 3 Advocacy and Leadership Development – people with IDD and their families have information, training, support and opportunities to effectively advocate and impact system change.
 - ◇ Objectives: provide advocacy and leadership training for people with IDD and their families; strengthen the self-advocacy organization, provide advocate leaders opportunities to train other advocates and to support and expand advocate participation in cross-disability and diverse leadership coalitions; provide people with IDD and their families access to training on advocacy, and provide learning and networking opportunities for parents of children and youth with IDD and/or advocates who are Native American.

PURPOSE:

- ◇ To provide funding for updating and disseminating video and printed materials and maintain access via the Center's website to materials related to disabilities across the lifespan.

BACKGROUND INFORMATION:

- ◇ The Council has for a number of years provided funding to the Center for Disabilities to update and disseminate the Resource Guide for People with Disabilities, Developmental Disabilities Handbook, Fetal Alcohol Syndrome Handbook, Autism Handbook, and other video and printed materials that enhance public knowledge and awareness of developmental disabilities, assistive technology and other services available to people with developmental disabilities.
- ◇ The Council continues to see a need for NEW and UPDATED information for people with disabilities and their families and NEW ideas and ways for providing the information to people with disabilities and their families.

MINIMUM REQUIREMENTS:

- ◇ The project funds must be used for the continuation of the above stated purpose only.
- ◇ Projects must benefit people with 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.
- ◇ The proposal must include a method for evaluating project results.

FUNDING:

- ◇ A total of \$23,000 in federal funds is available for this project.
- ◇ Projects should be completed between April 1, 2024 and March 31, 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 quarterly upon receipt of the narrative and budget reports. The final payment will be made 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.
- ◇ In addition, on-site visits may be conducted by Council staff.

CANCELLATION

- ◇ 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 revisions.

REVIEW PROCESS

- ◇ Project proposals will be reviewed and approved by the Council at their January 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 either appear before the Council or the opportunity to conduct a conference call to present a project summary and respond to questions.

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. Or contact the Council at (605) 773-6369.

Application materials are available in alternate formats by request.