

## Community Living Mini-Grants RFA

### Bidders' Workshop Question & Answer Document from the September 7<sup>th</sup>, 2023 Bidders' Workshop

**1. Can this grant support a call-a-ride service where individuals with disabilities can be reimbursed for using this service?**

- **Answer:** The RFA states, "Community Living Mini-Grants could not be used for direct services, the purchase of equipment, gift cards, lobbying, and other prohibited activities listed in more detail below." It also states, "Funds may not support efforts to engage in any political activities or lobbying." Merely reimbursing individuals with I/DD or other disabilities for any type of transportation service would likely constitute a direct service and is not eligible for a grant. However, a grant could possibly support an application that builds community support or systems change activities to increase such services. More information about the distinction between advocacy and lobbying can be found [here](#).

**2. Would a wheelchair ramp be considered equipment?**

- **Answer:** Yes, a wheelchair ramp would be considered equipment, and this grant cannot pay for providing equipment to people with I/DD or to buildings as an Americans with Disabilities Act (ADA) accommodation. However, this grant could possibly support an application that creatively proposes establishing a committee to ensure that every public building in a city or a county has an accessible entrance for the purpose of increasing community living for people with I/DD. The key is for the application to propose supporting systems change or building capacity to enable individuals with intellectual and other developmental disabilities (I/DD) to live full and meaningful lives in the community.

**3. If a grant wanted to pilot using new technology-enabled approaches to supporting individuals and professionals with community living, with the goal of learning about the effectiveness of the change in approach, would the grant be able to cover the necessary equipment and technology required to evaluate the effectiveness of the new approach?**

- **Answer:** This grant can support establishing a pilot program as well as supporting a promising practice or a best practice. Therefore, this grant could support the necessary equipment and technology required to evaluate the effectiveness of the new approach or the promising/best practice. The applicant should submit a budget outlining all anticipated expenditures. Due to federal and/or state requirements, NCCDD may need to take ownership of any equipment purchased as part of any such

grant. A pilot might also be called a demonstration; see guidance on demonstrations [here](#).

**4. If NCCDD approves less funding than an applicant requests, would that also reduce the required non-federal match accordingly?**

- **Answer:** Yes. For example, if an applicant requests \$25,000 with a required non-federal match of \$8,333 but NCCDD awards only \$15,000, then that will reduce the match accordingly (in this case, a \$15,000 award will require a \$5,000 non-federal match). Federal requirements are that, with extremely few exceptions, NCCDD's funding must be no more than 75% of the total funding (total being NCCDD's funds plus the non-federal required match).

**5. If two organizations are looking to collaborate on a project, can both of them apply together through the portal? Or should they arrange a "primary/secondary" system where one organization applies for the grant and subcontracts with the other?**

- **Answer:** Any organization applying for a grant from NCCDD can partner with another organization. However, only one organization should take the lead. The lead organization will submit the application in DD Suite and will enter into a contract with NCCDD if NCCDD selects this organization's proposal for funding. The lead organization may then enter into a subcontract with the secondary organization. Any organization wishing to partner or collaborate with a lead organization is welcome to submit a letter of commitment outlining what support the secondary organization will provide for this initiative. NCCDD would need to review and have a copy of any subcontract(s) with the secondary organization(s) after funding is awarded.

**6. Does the secondary organization have to be a non-profit also?**

- **Answer:** There is no requirement for the organization submitting an application in response to this RFA to be a non-profit, and there is no requirement for any organization that partners with the lead organization to be a non-profit.

**7. I need a better understanding of the services that I can submit an application for. Is this the proper channel, or do I need to have a one-off meeting? We provide homecare services.**

- **Answer:** See the Answer to Question #1 above regarding direct services. Also, in order to ensure fairness to all applicants, NCCDD is not able to meet with organizations individually to answer questions because this is a competitive bidding process. NCCDD plans to host a virtual Technical Assistance Session at the following date and time where any organization

planning to submit an application can ask technical questions and receive technical assistance related to the application requirements:

Tuesday, September 19<sup>th</sup> from 1:00 p.m.-3:00 p.m. Eastern Time

<https://www.zoomgov.com/j/1604948733?pwd=VURNZEd0OWIDYJYRTc3bHp5NTR4Zz09>

Meeting ID: 160 494 8733

Passcode: 605961

NCCDD will not be able to discuss the substantive content of any application. Any prospective applicant can also e-mail technical questions to [RFAinfo@nccdd.org](mailto:RFAinfo@nccdd.org)

**8. Will the mini-grants have the same reporting requirements as larger multi-year grants from NCCDD?**

- **Answer:** NCCDD is working on more simplified quarterly reporting requirements, but the grantee will need to submit quarterly reports, a final report, and other reports as needed for NCCDD's federal funder that include information that the grantee should collect and provide during the grant period.

**9. Could an organization that has an employee who helps lead that organization apply for a competitive grant, such as the Mini-Grants, where the employee is a Council Member, a Council staff member, or a family member of the Council Member or Council staff member?**

- **Answer:** NCCDD and Council Members and staff must follow state and federal conflict of interest requirements that prevent receiving competitive grants in certain circumstances and may require recusal in other instances. NCCDD seeks technical or legal guidance when needed. More information about state conflict of interest rules can be found [here](#) and federal conflict of interest requirements [here](#).