



REQUEST FOR PROPOSAL (RFP) CYCLE 45 PDF GRANTS

Cycle 45

Purpose

Timeline

RFP Review

Scoring Criteria Review

Regional Project Descriptions

Recommendations


Quick Reminder: Purpose

- Federal law requires that the Council identify methods to improve and increase services for individuals with I/DD and their families and to submit these to the Administration for Community Living (ACL) in the form of a 5-year State Plan.
- One of the many ways the Council achieves this is by awarding program development grants ([PDG] also known as Cycle Grants) to community-based organizations to research, develop and/or implement innovative programs and promising or best practices throughout the state and its local communities.

Purpose of Program Development Grant

- ▶ Federal law requires the Council to identify methods to improve and increase services for individuals with I/DD and their families and to submit these to the Administration for Community Living (ACL) in the form of a 5-year State Plan.
- ▶ One of the many ways the Council achieves this is by awarding program development grants (also known as Cycle Grants) to community-based organizations to research, develop and/or implement innovative programs and promising or best practices throughout the state and its local communities.
- ▶ The Council has tasked its State Plan Committee to, among other things, recommend geographical and State Plan focus area for grants.

Action Needed

1. Adopt the final draft of the Cycle 45 Request for Proposals (RFP).
 2. Adopt the scoring criteria.
 3. Adopt regional grant focus/project descriptions.
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Nov. '21 – Jan. '22

- **11/16:** State Plan Committee (SPC) met to determine recommendations for Grant Cycle 45 process, areas of emphasis, timeline, and review draft RFP.
- **1/18:** SPC reviews draft RFP, Scoring Criteria & project descriptions

February 2022

- Cycle 45 RFP Released

January '22

- 1/25: State Council reviews and votes on SPC Recommendations of process, areas of emphasis, timeline and RFP Package for Cycle 45

May '22 – June '22

- **5/17:** Proposals Due
- **5/20:** Admin Review Completed
- **TBD:** Scoring Panel completes task
- **6/17:** SPC Reviews Scoring Panel Recommendations

July '22

- **7/27:** Protest period begins
- **8/7:** Protest period ends, Selected Grantees notified

July '22

- **7/27:** State Council votes on SPC Recommendations for Cycle 45 Recipients

CYCLE 45 REQUEST FOR PROPOSAL (RFP)



Program Development Grant
Request for Proposal
Application and Instructions
Federal Fiscal Year
2022-2023
Cycle 45

Deadline: May 17, 2022

No faxes or emails will be accepted

The application packet is available at:
www.scdd.ca.gov

If you would like to have a hard copy mailed to you, please call:

Contact Analyst: Kristie Allensworth at (916) 263-8192

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BACKGROUND

The State Council on Developmental Disabilities (Council) is established by both federal law (Developmental Disabilities and Bill of Rights Act) and state law (Lanterman Act [Welfare and Institutions Code, §4520 et. seq.]). The Council advocates, promotes and implements policies and practices designed to achieve self-determination, independence, productivity and inclusion in all aspects of community life for Californians with intellectual and/or developmental disabilities (I/DD) and their families. The Council is funded by the U.S. Department of Health and Human Services (DHHS), Administration for Community Living (ACL), Office on Intellectual and Developmental Disabilities (OIDD). Federal law requires the Council to identify methods to improve and increase services for individuals with I/DD and their families and to submit these to the ACL in the form of a 5-year State Plan. The Council's primary work is achieving the State Plan goals, objectives, and strategies.

One of the many ways the Council works to achieve this is by awarding program development grants to community-based organizations to research, develop and/or implement innovative programs and promising or best practices throughout the state and its local communities.

OVERVIEW

October 1, 2021 marked the beginning of a new 5-year State Plan. As the Council begins implementation of its 2022-2026 State Plan, it is issuing grant funds in the amount of \$20,000.00 per regional office catchment area for one or more projects serving California to be awarded in Cycle 45.

Project Description

See Regional Project Description

PROGRAM DEVELOPMENT GRANT (PDG)

Cycle 45 PDG's are awarded on a federal fiscal year cycle (October 1, 2022 – September 30, 2023), consistent with the goals and objectives outlined in the 2022-2026 SCDD State Plan.

Grants awarded through this Request for Proposal (RFP) will be administered through the Council's headquarters office. During the RFP process, the Council is to: (1) ensure that all proposals are fairly and consistently reviewed and evaluated; (2) monitor compliance with state and federal laws and policies; and (3) recommend awarding grants to the highest ranked proposal(s), based on available funding and the criteria outlined in this RFP.

Disclaimer

This project was supported, in part by grant number 23CASCDD, from the U.S. Administration for Community Living, Department of Health and Human Services, Washington, D.C. 20201.

Grantees undertaking projects with government sponsorship are encouraged to express freely their findings and conclusions. Points of view or opinions do not, therefore, necessarily represent official ACL or Council policy.

THE SCDD STATE PLAN (STATE PLAN)

The State Plan defines critical, current, and emerging issues facing Californians with I/DD and their families. The State Plan is developed with extensive community input from stakeholders throughout California. The State Plan also provides information to the federal Office on Intellectual and Developmental Disabilities (OIDD) on how the Council will invest its resources. The 2022-2026 State Plan can be accessed on the SCDD website: www.scdd.ca.gov.

CONTENTS OF PROPOSAL PACKAGE**Essential Criteria for all Proposals**

1. Proposals submitted must meet the described project goal and/or objectives identified in this RFP.
2. Proposals submitted must serve individuals who meet the federal definition of I/DD.
3. Proposals submitted must be consistent with all applicable federal, state, and local government laws and regulations.
4. Proposals must be complete, including all required attachments.

Proposals must be submitted in accordance with these instructions, using the application forms available on SCDD's webpage, which is located at www.scdd.ca.gov, or utilizing the hard copies attached to these instructions.

Completed proposals must include the following elements:

Cover Letter (The cover letter to the proposal must be signed and include):

- ✓ A one-paragraph description of the project.
- ✓ Assurance that the Proposer is financially capable of supporting the project until invoices are submitted, and reimbursement is received.
- ✓ The Proposer must state the following: "We have carefully read and understand all the provisions in this RFP and agree to be bound by them. We have fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP. By submitting a proposal, we understand that this proposal document represents the agreement that we will be expected to

execute if successfully awarded a Cycle 45 Program Development Grant from the SCDD." No deviations from or exceptions to this statement shall be accepted or permitted.

Project Data Sheet (Form available online and attached to this RFP):

PROPOSER'S INFORMATION

- ✓ Project Number - Leave blank (assigned by SCDD)
- ✓ Project Name - Provide a short descriptive name for the proposed project (55-character limit)
- ✓ Organization Name - Proposer's legal name
- ✓ Organization Website - If applicable, provide the Proposer's website address
- ✓ Organization Address - Street and floor or suite number
- ✓ Organization City/State - City and State
- ✓ Organization Zip Code - Five or nine-digit zip code
- ✓ Taxpayer ID Number - Provide taxpayer identification number (TIN)
- ✓ Project Period - Month/Day/Year. Use numbers. (e.g. XX/XX/XXXX)

PROJECT INFORMATION

- ✓ Type of Proposer: Select the type of Proposer from the pull-down menu (i.e., Non-profit, School District, County, etc.) Select only one. Partnerships/collaborations must choose one organization as the primary Proposer.

PROJECT FUNDING

- ✓ Total project costs: Must equal the total of "SCDD grant funds," plus "Proposer matching funds." The federal government is requiring match funds on each grant awarded by SCDD. A match of 25% is required for Non-Poverty Areas and a 15% match is required for services that will be provided in Poverty Areas. The match may include in-kind funding.
- ✓ Indirect costs: Cannot exceed 10% (see definition under "Allowable and Non-Allowable PDG Grant Costs.")
- ✓ Grant Type: Select Poverty or Non-Poverty from the pull-down menu.

CONTACT INFORMATION

- ✓ List the appropriate individuals with whom the SCDD staff will communicate for the indicated purposes. Use the check box to auto-fill repetitive information for a contact. The auto-fill information can be overridden if necessary (i.e. email addresses).

SIGNATORY AUTHORITY

- ✓ Identify the organization's Director (CEO or equivalent) who can legally enter into a contractual agreement on behalf of the Proposer.

Project Narrative (Form available online and attached to this RFP):

The proposal must include a project narrative that includes the sections and contents as described below. Do not exceed ten (10) pages. Failure to comply with this (or

any other requirement) will result in application disqualification. Be sure to address all the components below and those identified in the “Criteria for Proposal Evaluation” section of this RFP.

ABSTRACT

- ✓ Provide a one-paragraph abstract that clearly states the project goal, the major activities/deliverables of the project, and the (intended) impact it will have on people with I/DD and their families.

QUALIFICATIONS

- ✓ Describe your organization's qualifications to implement the proposed project, including your experience working with people with I/DD.

COLLABORATION

- ✓ Identify any organizations that will be collaborating on the project and provide a brief description of all respective roles. Collaborators shall submit letters of support with original signature(s).

METHODOLOGY

- ✓ Provide a detailed narrative about the project proposal, including information on the methodology to be used and an overview of project activities, and proposed evaluation methodology.
- ✓ Describe how (if applicable) the project will:
 - Produce research-based recommendations*
 - Create a new evidence-based promising practice
 - Improve an existing promising practice
 - Support a promising practice through implementation of an evidence-based program/project
 - Create a best practice based on program/project implementation, assessment/analysis and evidence
 - Improve a best practice
 - Support a best practice based on program/project implementation, assessment/analysis and evidence
- ✓ Explain how the proposed project will be implemented. A regional ‘reach’ may be described as outputs or outcomes that are expected or projected to have an impact on the system (or subsystems) serving Californians with I/DD and/or their family members. This will be a new or innovative approach that has the likelihood or a proven capacity for regional implementation, or outputs or outcomes that serve all geographic regions of the state, which are served by the Council.
- ✓ Explain how the proposed project is consistent with the Council's mission: “The Council advocates, promotes, and implements policies and practices that achieve self-determination, independence, productivity, and inclusion in all aspects of community life for Californians with developmental disabilities and their families”

- ✓ Identify the target population and why it is being targeted.
- ✓ Describe how the project benefits individuals from underserved communities and addresses cultural diversity.
- ✓ Specify if the project will target individuals in (a) federally identified poverty area(s). Please use the “SCDD Supplemental Poverty Measure 2018” publication (Exhibit ‘A’).
- ✓ Describe how the proposed project will benefit Californians with I/DD and their families through systemic change at the regional level.
- ✓ Provide a brief description of project activities/deliverables for each identified staff member and/or any subcontractor designated for the project.

OUTCOME MEASURES & EVALUATION

- Describe the major and/or expected outputs/outcomes of the project, and how successful completion of the project will impact people with I/DD and their families and/or systems serving them. Please use the “Federal Performance Measures FINAL” publication (Exhibit ‘B’).
- Describe how you will evaluate the proposed project outcomes.
- Specify the products to be developed and provided to the Council (if applicable).
- Specify the expected number of people to participate in or be served by this project, by the following:
 - Number of individuals with I/DD
 - Number of family members
 - Number of other individuals
- Describe how activities will continue after the grant is completed.
- Provide a specific timeline and work plan for contract work to be performed, including benchmarks and estimated completion dates for benchmarks and final product(s).

Budget Detail Worksheet (Form available online and attached to this RFP):

Develop a line item budget for the project, using the Budget Detail Worksheet, which is included with this RFP. Include the names or position titles for each staff person to be paid from the project budget, as identified on the Organization Chart (see Item 5 below). Specify the total project costs for each line item, description of expenses, and the expenses to be charged to SCDD funds. Identify your organization’s matching expenses under the Matching Funds column and identify the source of those funds (these must be non-federal funds).

Required Attachments:

- Proposal Checklist (Form available online)
 - Proposers must complete the attached Proposal Checklist to ensure that all required items are included.
- ✓ Organizational Chart

- Provide an organizational chart for the proposed project only, including sub-Contractors where applicable.
 - The organization chart must include a list of the names and position titles of the personnel and sub-Contractors listed on the Budget Worksheet. The organizational chart does not need to include the entire agency or institution.
- ✓ Personnel Information
- For each staff person employed by the project, including those identified on the Budget Detail Worksheet, provide Curricula Vitae/resume, Duty Statement, and any applicable and current licenses, certifications and credentials. If staff has not been hired, provide position descriptions. No substitutions will be allowed for any of the documents listed above.
- ✓ Previous Grants/Awards
- List all grants/awards received from any entity during the last two years that benefit individuals with I/DD and their families. Include the name of the project, the funding source, contact person, telephone number, and the amount of the grant/award.
- ✓ Three (3) Letters of Support
- A minimum of three letters of support (one from each of three different entities is required. Proposers should obtain letters of support from any collaborators that will be working on the project. Each letter must include the company/individual's name, address, and contact person, with the telephone number and email address. At least one letter of support must be from an entity with recognized expertise in the area identified in the proposal. The letters should address (1) familiarity with the Proposer and (2) support for the project that is being proposed. Letters of support received from entities and/or individuals that will financially benefit from the funding of this project will not be counted toward the required three letters of support.
 - Council members, including state department appointees and employees of the Council or its regional offices, are ineligible to write letters of support.
- ✓ Memorandum of Understanding or Letter of Commitment (if any)
- Should the success of a proposed project involve a formal agreement such as a Memorandum of Understanding (MOU) or a Letter of Commitment, a copy of such agreement must be submitted along with the proposal, signed by all parties having signatory authority.
- ✓ Documentation of Proposer's Governing Board Approval (if required)
- Should a proposal require formal "Governing Board Approval", proof of such approval must be submitted along with the proposal.

PROGRAM EVALUATION AND SELECTION PROCESS

Phase 1 – Administrative Review

Proposals will be reviewed and evaluated for timeliness and completeness of RFP specifications. In this review stage, reviewers will compare the contents of each proposal to the Required Documents Checklist and ensure that the minimum qualifications are met. Proposals that do not contain all the required items listed on the Required Documents Checklist will be rejected.

Phase 2 – Evaluation Panel

The Scoring Panel, established by the SCDD Executive Director, will review and score the proposals in accordance with the RFP scoring criteria. The Scoring Panel members are qualified individuals within the State Council on Developmental Disabilities who have knowledge and/or experience in services related to the SCDD Program Development Grant process.

Overall Proposal Evaluation

Criteria for Proposal Evaluation:

See Proposed Scoring Criteria

Minimum Score A minimum score of seventy-five percent (75%) is required to be considered for an award of a grant contract.

Rounding of Scores: Decimal point scores shall be rounded up to the nearest whole number. (For example: 20.54 will become 21).

Tiebreaker: In the event of a tie, the Scoring Panel will break the tie by awarding the contract to the proposal with the highest score in the State Plan category. If scores in that category are the same, the tie will be broken by the highest score in the Methodology category. If those scores are the same, the tie will be broken by the highest score in the Administration category.

ALLOWABLE AND NON-ALLOWABLE PDG GRANT COSTS

The purpose of the PDG program is to provide resources necessary to initiate new services/supports that are creative, needed, and innovative for people with I/DD and/or their families. These funds may not be used to purchase goods or services, for which another funding source is available, or to supplant existing funding. Proposal budgets should include all necessary expenses for the Proposer to complete the project.

Each line item in the budget will be reviewed to determine whether it is allowable and reasonable. The Council reserves the right to request a revised budget.

The Federal Office of Management and Budget (OMB) has established uniform administrative requirements and cost principles for determining allowable costs chargeable to Federal awards. The Contractor agrees to abide by Title 2 of the Code of Federal Regulations, Part 200 (2 C.F.R. 200 et seq.), except where this Agreement is more restrictive. The federal regulations are available for review on the Internet at www.efcr.gov under "Title 2-Grants and Agreements."

The following list contains some examples of allowable and non-allowable PDG contract expenditures:

1. Funds cannot be used to purchase real property.
2. Funds cannot be used to purchase childcare vouchers.
3. Funds may be used to modify facilities to meet fire and life safety requirements of the fire marshal and/or the licensing agency. The Proposer will be required to submit three bids for any facility
4. Rent for an office and/or facility is a reimbursable expense, as long as staff funded through the grant is working at or from the office/facility. The rent should not exceed the rental rates for an equivalent size facility in the geographical area.
5. Equipment may be leased; however, it may not be leased with an option to purchase. The Contractor shall provide SCDD with copies of agreements for equipment leased during the contract period.
6. The following are examples of equipment that may not be purchased or purchased only with prior approval:
 - Motor vehicles may not be purchased.
 - Computers may only be purchased with prior approval from the SCDD.
 - Copy machines may not be purchased. However, they may be leased during the contract period.
 - Any equipment item that is attached to a facility or vehicle, which cannot be removed in usable condition from the facility or vehicle.
7. Funds cannot be used for modifications that are solely aesthetic in nature or are not necessary to meet fire and life safety requirements.
8. Any reimbursement for necessary travel expenses and per diem shall be at rates set in accordance with allowable state guidelines and per diem and mileage rates. Please visit <https://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx> for information for reimbursement rates and restrictions. Travel outside the State of California shall not be reimbursed (Travel outside the SCDD's catchment area must be pre-approved by SCDD, if reimbursement is requested).
9. Funds shall not be used to purchase food for participants at PDG-sponsored conferences, trainings, seminars, or workshops.
10. Costs related to disseminating information about project outcomes can only be included in the funding request if this expense is to be incurred during the term of the contract period.
11. No staff person can be committed to more than 100% of that person's time. SCDD reserves the right to verify and determine reasonableness of staff time committed to other jobs/projects.

12. Funds may be used to secure insurance coverage to assure that, prior to the contract approval, Contractor, other than a self-insured public entity, can furnish to the SCDD a Certificate(s) of Insurance stating that there is liability insurance presently in effect covering all of Contractor's activities under this contract, as appropriate, of not less than \$500,000 per occurrence.

As a general rule, it can be assumed that equipment with a value under \$500 will be amortized and no longer property of the State after three years. For purposes of PDG, equipment item costs must be considered in terms of the end usable product (e.g., a bed is considered the sum of the cost of the mattress, box springs, and frame. Proposers should contact the SCDD concerning items over \$500). All equipment will be inventoried and be issued a state identification tag identifying each as the property of the State until it is released by the State.

PDG grants may not include indirect costs that exceed 10% of the grant total, as defined below:

Direct Costs

Direct costs are those that are specifically spent to carry out the grant, such as compensation of employees for the time devoted and identified specifically to the performance of the grant; cost of materials acquired, consumed, or expended specifically for the purpose of the grant; and travel expenses incurred specifically to carry out the grant contract.

Indirect Costs

Indirect costs are items associated with general infrastructure support, such as general administration, facilities, equipment, operations, office supplies, and maintenance.

PDG PROPOSAL TIMELINE, REQUIREMENTS & QUESTIONS

Timeline

Pre-Bidders Conference to be scheduled on or prior to	TBD
Questions accepted ongoing until	April 25, 2022
Answers will be posted on SCDD website ongoing until	April 30, 2022
Application Deadline	May 17, 2022
Public Notice of Grant(s) Awarded	July 27, 2022
Protest Period	July 27- August 7, 2022
Award Notification*	August 8, 2022
Anticipated Funding of Approved Proposals	October 1, 2022
Completion of Project	September 30, 2023

*Pending successful completion of the protest period

Proposals must be received by 5:00 p.m. on May 17, 2022 at:

State Council on Developmental Disabilities
3831 N. Freeway Boulevard, Suite 125
Sacramento, CA 95834
Attention: Kristie Allensworth

Requirements

1. Proposals must meet the intent of the identified project and advance the 2022-2026 State Plan Goal and/or Objectives.
2. Proposals must include measurable and identifiable outcomes.
3. The application must be complete and meet all the requirements set forth in this RFP. An entire proposal may be withdrawn, and the Proposer may submit a new proposal prior to the Proposal Due Date. Proposal modifications offered in any other manner, oral or written, will not be considered.
4. A proposal will be rejected if it is conditional or incomplete at the submission deadline or if it deviates from the required format and content or contains other irregularities of any kind. SCDD may reject any or all proposals and may waive any immaterial deviation in a proposal. SCDD's waiver of immaterial deviation shall in no way modify the RFP or excuse the Proposer from full compliance with all requirements.
5. Proposers are responsible for providing accurate, current, and complete information about their organization and proposed project.
6. Proposers shall submit one (1) original packet. Do not staple any portion of the proposal; use only binder/paper clips. Do not use three-hole punch paper. Do not submit the proposal in binders.
7. Proposers shall submit the proposal using only Arial 14 font, black with 1" margins.
8. All documents contained in the proposal package must have original signatures and be signed by a person authorized to legally bind the Proposer.
9. Any proposals received after May 15, 2022, regardless of the postmarked date, will be returned to the Proposer and will not proceed through the evaluation process.
10. Faxed or e-mailed application materials will not be accepted. Additionally, SCDD will not accept faxing or e-mailing of any documents pertaining to the completed application.

11. All decisions regarding the funding of proposals are the responsibility and sole discretion of SCDD. Therefore, submission of all required documentation must be submitted and completed in the manner outlined in this RFP.
12. SCDD reserves the right to amend the RFP guidelines by addendum, by no later than ten days prior to the submission deadline date. Any such addendum will be posted on the Council's website and notice will be issued via email from the SCDD Contract Analyst to all parties known by SCDD to have requested a proposal package or to have submitted a proposal through the date of the addendum.
13. The final decision to award a grant or grants rests with the State Council on Developmental Disabilities and is contingent upon final funding approval by the Council.
14. SCDD reserves the right to reject all proposals. The agency is not required to award a grant.
15. Any language purporting to render all or any portion of the proposals confidential shall be regarded as invalid, and the proposal containing such language will be rejected. Upon request and after the proposal scoring process documents will be made available for public inspection in accordance with Public Contract Code and Public Records Act rules.
16. SCDD staff will not provide written or oral debriefings to unsuccessful Proposers.
17. If the proposal is submitted under a fictitious name or business title, the actual legal name of Proposer must be provided.
18. Costs incurred for developing proposals and/or in anticipation of award are entirely the responsibility of the Proposer and shall not be charged to the State of California.
19. All proposals are to be complete when submitted. However, an entire proposal may be withdrawn, and the Proposer may resubmit a new proposal prior to Proposal Due Date. Proposal modifications offered in any other manner, oral or written, will not be considered.
20. Before submitting a proposal, the Proposer should review, correct all errors, and confirm compliance with the RFP requirements.
21. Where applicable, the Proposer should carefully examine work sites and specifications. No additions or increases to the agreement amount will be made due to a lack of careful examination of work sites and/or specifications. All service settings must be inclusive, integrated settings.

22. SCDD does not accept alternate contract language from a prospective Contractor. A proposal with such language will be considered a counterproposal and will be rejected. The State's General Terms and Conditions (GTC) are not negotiable and all state contracting rules are to be followed.

Note: All Agreements entered into with the State of California will include by reference General Terms and Conditions (GTC 4/17) that may be viewed and downloaded at Internet site

<https://www.dgs.ca.gov/SearchResult?search=gtc&divisionid=>

23. All grantees must comply with §124(c)(5) of the federal Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 USC 15024; PL 106-402).
24. Any change in key personnel (listed in a proposal by a grantee) will require prior approval from SCDD.

Questions

In the opinion of the SCDD, this RFP is complete and without need of explanation. However, if you have questions regarding this RFP, they must be submitted in writing via email to the Contract Analyst listed on the cover page. All bidders will be afforded the opportunity to participate in a non-mandatory live web-based pre-bidders conference prior to March 15, 2022. Information about the pre-bidder conference will be posted to SCDD's website. All questions must be received by the Question Submission Deadline listed in the Timeline on page 12. All questions and answers will be posted as an addendum on SCDD's website www.scdd.ca.gov by the date listed in the Timelines. Questions will not be answered over the telephone.

FUNDING OF PROJECTS

Funding of projects is contingent on availability of federal funds and approval by the Council. After the announcement of a grant award, changes in the level of federal allocation to California could result in the reduction of funds or withdrawal of some or all funded proposals.

The Council assumes no responsibility for costs incurred by the Proposer for the development or submission of a proposal.

The Council may reduce the level of funding requested in a proposal. If the requested amount proposed will be reduced, the Proposer(s) will be asked if they want to proceed with the process. If the Proposer wishes to proceed, submission of a revised budget will be required with the revised funding request.

Successful Proposers will submit all invoices in arrears. Proposers must be financially capable of supporting the project until such time as invoices are submitted and reimbursement is received.

Successful Proposers must complete bi-monthly (every other month) reporting and invoice packets which must contain receipts for each expense/line item claimed, which includes but is not limited to: records of salaries paid, travel, conference fees, and hotel accommodations, as well as proof of overhead costs and indirect expenses. Reimbursement of expenses will only be made for expenses associated with a line item of the approved budget and which have the proper supporting and timely documentation.

Successful Proposers shall request in writing to SCDD all proposed transfers between individual line items and additions or deletions of line items. Such requests shall contain an explanation of the need for the change, identification of the line items to be changed, and a revised Budget. Changes may not be made prior to SCDD's written approval. SCDD reserves the right to deny any request for line item transfers, additions and/or deletions. The Contractor understands that in no event shall the maximum amount payable exceed the maximum amount specified in this contract.

Once the program element of the contract is approved by the SCDD, any budget change request that would change the program element will not be approved.

NOTICE OF INTENT TO AWARD CONTRACTS AND PROTESTS

SCDD staff scoring and recommendations for grant awards will be presented to the State Plan Committee (SPC) for consideration at its June 15, 2022 meeting. A final decision to fund each grant will be made by the multi-member governing body of the State Council on Developmental Disabilities (SCDD) at its July 27, 2022 meeting.

A written protest may be filed with the Chair of the SCDD during the period of July 27, 2022 through August 7, 2022. Any protest letter must be received at the below address before 5:00 p.m. on August 7, 2022:

State Council on Developmental Disabilities
3831 N. Freeway Boulevard, Suite 125
Sacramento, CA 95834
Attention: Aaron Carruthers

The written protest must outline specifically what the Proposer is protesting and why the protest is being filed. Protests are to be limited to those instances where the SCDD did not follow the guidelines for accepting and/or evaluating the proposal. The decision of the SCDD Chairperson shall be final.

Pending successfully completing the protest period, a "Notice to Award Contract" will be posted by August 8, 2022 at www.scdd.ca.gov.

OTHER TERMS AND CONDITIONS

Terms

The term of this agreement will be from October 1, 2022, through September 30, 2023. The State Council on Developmental Disabilities reserves the right to extend the contract term for one-year. The State Council on Developmental Disabilities shall endeavor to give notice of its intention to extend the contract term at least sixty (60) days before expiration of the contract term.

Reporting Requirements

The Contractor shall agree to the following reporting requirements:

1. Submission of bi-monthly progress reports in a format and manner prescribed by SCDD. These reports shall include, but not be limited to: whether the project is on schedule, addressing issues related to project operations and supervision, and/or identifying opportunities for airing difficulties or specific problems, so that remedies can be developed and implemented quickly. SCDD reserves the right to withhold payment on invoices submitted until an acceptable and timely report is received;
2. Invoices submitted for payment must be accompanied by the bi-monthly and final report. Supporting documents for all expenses claimed must be enclosed with each billing including, but not limited to: receipts for any purchase made, travel claims, and payroll reports;
3. Submission of a written, final report in a format and manner prescribed by SCDD, within 30 days after contract completion or termination. This final report shall include, but not be limited to, an electronic copy and a camera-ready or master copy of any materials developed in the performance of this contract. The final report shall be comprehensive and include problems and solutions encountered during the contract term and submission of other reports as may be required by SCDD.

Dispute Provisions

1. If the Contractor disputes a decision of the State's designated representative regarding the performance of this Agreement or on other issues for which the representative is authorized by this Agreement to make a binding decision, Contractor shall provide written dispute notice to the State's representative within fifteen (15) calendar days after the date of the action. The written dispute notice shall contain the following information
 - a. the decision under dispute;
 - b. the reason(s) Contractor believes the decision of the State representative to have been in error (if applicable, reference pertinent contract provisions);
 - c. identification of all documents and substance of all oral communication which support Contractor's position; and
 - d. the dollar amount in dispute, if applicable.

2. Upon receipt of the written dispute notice, the SCDD Executive Director will examine the matter and issue a written decision to the Contractor within fifteen (15) calendar days. The decision of the representative shall contain the following information:
 - a. a description of the dispute;
 - b. a reference to pertinent contract provisions, if applicable;
 - c. a statement of the factual areas of agreement or disagreement; and
3. The decision of the SCDD Executive Director shall be final.

Pending resolution of any dispute, Contractor shall diligently continue all contract work and comply with all the representative's orders and directions.

Project Change

Contractor shall immediately notify SCDD when any part of the contract becomes inoperative or requires change(s). Contractor may submit a written request to SCDD for any change(s) in the project but shall not implement any changes prior to written SCDD approval, in accordance with this contract, state laws, federal laws, policies, and procedures, including the approval of the Department of General Services, if required. Such a request shall include, but not be limited to, a complete justification and description of how the change(s) will affect the program as outlined in the contract and the intended outcomes. SCDD reserves the right to deny any such request for change(s). Under no circumstances can the budget changes exceed the total amount of the contract authorized by SCDD.

Project Evaluation

Evaluation of the project shall be in accordance with procedures established by SCDD.

Patents and Copyrights

A Proposer awarded a grant (hereinafter "Contractor") agrees that any and all products or any other object or deliverable produced under this contract are the property of SCDD. Reproduction of these products, objects, or deliverables cannot be made without the express written approval of SCDD. Credit for these deliverables will be acknowledged as follows:

"This product was made possible by funding from the California State Council on Developmental Disabilities awarded to (insert provider's name) © California State Council on Developmental Disabilities. All Rights Reserved."

Anything produced pursuant to this contract that may be patented or copyrighted is the sole property of SCDD, whether or not a patent or copyright is applied for or received by any other party or person.

Termination of Contract

The contract may be terminated with or/without cause by SCDD or the Contractor, upon providing a 30-day written notice to the other party. If the contract is terminated prior to completion, any/all equipment purchased through this contract will be returned to SCDD.

Subcontractor

If Contractor proposes to subcontract any services required under this contract, the Contractor shall submit any such proposal/MOU/contracts to the Contract Manager for review and written approval prior to initiation of the work by the subcontractor. Notwithstanding any subcontracting permitted by SCDD, the Contractor shall be solely liable for any failure of performance required by this contract. All subcontractor shall be required by the Contractor to meet or exceed any and all provisions of this contract.

Insurance Requirements

Prior to the contract approval, the Contractor, other than a self-insured public entity, shall furnish to SCDD, Certificate(s) of Insurance stating that there is liability insurance presently in effect covering all of contract's activities under this contract, as appropriate, of not less than \$500,000 per occurrence.

The Certificate of Insurance will provide that:

The insurer will not cancel the insured's coverage without a thirty-day (30) prior written notice to SCDD. SCDD, the Federal Office on Intellectual and Developmental Disabilities, its officers, employees, and agents are included as additionally named insurers, but only insofar as the operations under this contract are concerned.

The Contractor agrees that the liability insurance herein provided for shall be in effect at all times during the term of this contract. In the event said insurance coverage expires at any time or times during the term of this contract, the Contractor agrees to provide at least thirty (30) days prior to said expiration date a new Certificate of Insurance evidencing insurance coverage as provided herein for not less than one (1) year. In the event the Contractor fails to keep insurance coverage in effect at all times as herein provided, SCDD may, in addition to any other remedies it may have, terminate this contract upon the occurrence of such event.

The Contractor expressly agrees that it shall carry all other forms of insurance as appropriate to its operations or as required by law, such as, but not limited to, Workers' Compensation Insurance.

Software Certification

If applicable, Contractor certifies that it has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this contract for the

acquisition, operation, or maintenance of computer software, in violation of copyright laws.

Contractor Evaluations (PCC 10367)

Each Contractor will have their performance evaluated. This evaluation will be conducted within 60 days of the completion of the contract.

Restrictions on Outside Employment of State Employees

Current State Employees

No officer or employee in state civil service or other appointed state official shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or in which the officer or employee has a financial interest and which is sponsored and/or funded by any state agency or department through or by a state contract unless the employment, activity, or enterprise is required as a condition of the officer's or employee's regular state employment. No officer or employee in the state civil service shall contract on his or her own individual behalf as an independent Contractor with any state agency to provide services or goods. (Public Contract Code §10411).

Former State Employees

No retired, dismissed, separated, or formerly employed person of any state agency or department employed under the state civil service or otherwise appointed to serve in state government may enter into a contract in which he or she is engaged in any of the negotiations, transactions, planning, arrangements, or any part of decision-making relevant to the contract while employed in any capacity by any state agency or department. The prohibition of this subdivision shall apply to a person only during the two-year period beginning on the date the person left state employment.

For a period of 12 months following the date of his or her retirement, dismissal, or separation from state service, no person employed under state civil service or otherwise appointed to serve in state government may enter into a contract with any state agency, if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her retirement, dismissal, or separation.

The prohibition of this subdivision shall not apply to a contract requiring the person's services as an expert witness in a civil case or to a contract for the continuation of an attorney's services on a matter he or she was involved with prior to leaving state service. (Public Contract Code §10411).

Conflict with Present State Employees

A state officer or employee shall not engage in any employment, activity, or enterprise which is clearly inconsistent, incompatible, or in conflict with, or inimical to his or her duties as a state officer or employee. (Government Code §19990).

SCORING CRITERIA



Cycle 45 Scoring Criteria Comparison

Original Criteria	New Criteria
The degree to which the proposal meets the intent of the identified project.	Project Description: The proposal meets the intent and need(s) identified in the proposed project (e.g. The proposal thoroughly addresses the issue it), and it applies research-based practices (e.g. best or promising practices) in the design and implementation
<p>The degree to which the proposal advances the State Plan’s Goal(s) and/or Objective(s)</p> <p>The degree to which the proposal addresses systemic change, information dissemination, and sustainability, as related to the State Plan Goal(s) and/or Objective(s)</p>	State Plan: The proposal meets or advances the State Plan’s Goal(s) and/or Objective(s), including activities in advocacy, systems change and/or capacity-building
The target audience(s) is clearly delineated and is appropriate to the proposal.	Target population: The proposal clearly/appropriately identifies its target population(s)
The proposal describes a sound programmatic procedure (with data collection, assessment and analysis) as part of its bi-monthly reporting process.	Evaluation & Reporting: The proposal provides a clear and sound evaluation plan (includes data collection, program assessment and outcome analysis) as part of its bi-monthly and final reporting process
The proposal describes the types of deliverables to be provided.	Deliverable(s)/Output(s): The proposal describes specific deliverables (e.g. curriculum, materials, resources, etc.)
The proposal uses a sound methodology for achieving the stated outcomes.	Methodology: The proposal clearly identifies its method(s) to achieve intended outcomes
The degree to which the proposal’s outcomes are clearly identified, measurable and specifically address the State Plan Goals(s) and/or Objective(s)	Outcomes: The proposal’s outcomes are designed to clearly identify, measure and explain how it will meet the intent of the proposed project

Original Criteria	New Criteria
	<p>Impact: The proposal is designed to impact and change lives in meaningful, significant, and/or sustainable ways (e.g. addresses an important need in community)</p>
<p>The proposal outlines how it will address/impact underserved communities and cultural diversity.</p> <p>The proposed budget is appropriate for accomplishing the identified objectives and contains all elements for the proposed project that are required by this RFP.</p>	<p>Diversity/Disparities: The proposal identifies how it will address/impact historically under-served and/or other under-represented, marginalized and (e.g. ethnically, racially, culturally, linguistically, economically, etc.) diverse communities.</p> <p>Budget: The proposed budget meets the requirements of the RFP, and is detailed and reasonable to accomplish all elements of the proposal</p>
<p>The Proposer has demonstrated experience, knowledge, and potential to accomplish what is being proposed.</p>	<p>Knowledge & Experience: The proposer has demonstrated experience, knowledge, and potential to accomplish all elements of the proposal</p>
<p>The proposal will identify and support/promote new and/or innovative approaches to service delivery.</p>	<p>Innovation & Creativity: The proposal identifies and applies innovative and promising practices in its design and implementation and builds on evidence-based best practice(s)</p>

Action Recommended

Recommend that the Council approve the RFP template language and scoring criteria.



REGIONAL PROJECT DESCRIPTIONS

Cycle 45 Regional Grant Projects

Office	Objective	Area of Focus:	Page #
RO 1 North Bay	3.2 Capacity-building/Advocacy	Education; Underserved population – Tribal communities	1
RO 2 North State	2.2/3.2 Systems Change/Capacity-Building/Advocacy	Health & Safety	2
RO 3 Sacramento	3.2 Capacity-building/Advocacy	Health & Safety Or Housing	3
RO 4 North Bay	3.2 Capacity-building/Advocacy	Education/EI/Health & Safety; Underserved populations	5
RO 5 Bay Area	2.2 Systems Change/Advocacy Or 3.2 Capacity-building/Advocacy	Health & Safety Or Employment	6
RO 6 North Valley Hills	3.2 Capacity-building/Advocacy	Housing	8
RO 7 Central Coast	1.1 Self-Advocacy	Self-Advocacy/Transition	9
RO 8 Sequoia	3.2 Capacity-building/Advocacy	Health & Safety	11
RO 10 Los Angeles	2.2 Systems Change/Advocacy	Self-Determination	12
RO 11 Orange County	3.2 Capacity-building/Advocacy	Housing	13
RO 12 San Bernardino	3.2 Capacity-building/Advocacy	Health & Safety (Mental Health)	14
RO 13 San Diego - Imperial	2.2/3.2 Systems Change/Capacity-Building/Advocacy	Education/Service Rights; Underserved population – Tribal communities	16

Regional Grant Project Proposals

RO 1: North Coast

Education (Capacity-Building; Underserved Population - Tribal Communities)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California families and individuals with intellectual/developmental disabilities (I/DD) have access to an inclusive, free and appropriate public education (FAPE) that provides full inclusion of students with I/DD. SCDD acknowledges that there have been barriers in providing culturally competent, accessible FAPE information to California's richly diverse tribal communities and is seeking a trusted entity (e.g. agency, group, team or individual) within a tribal community to provide training, technical assistance (TA) and support to build capacity in families and children with I/DD who are eligible for/receiving special education services within a least restrictive setting. The pilot project will assist Native/tribal communities and SCDD to develop a working relationship and will serve as a replicable model (for other regions throughout the state), using demonstrated best or promising practices to provide effective, culturally competent outreach, support and services to underserved Native/tribal communities in California. The completed project will produce a report that identifies real/potential barriers, best/promising practices and effective strategies in assisting these families to obtain timely FAPE services that promote full inclusion for eligible children with I/DD in the least restrictive setting.

The project grantee will:

- ✓ 1) Have demonstrated cultural competence in program outreach and service to and 2) provide letters of support from underserved Native/tribal communities
- ✓ Have knowledge about and relevant experience with special education rights, programs and services, and IEP strategies, as delivered in the least restrictive setting
- ✓ Be committed to a special education delivery model that promotes full inclusion of students with I/DD and is provided within least restrictive educational settings

The grantee will develop and implement a pilot project that will:

- ✓ Identify and serve families within one or more tribal communities in the SCDD North Coast Regional Office (NCRO) catchment area (including Del Norte, Humboldt, Mendocino and/or Lake counties)
- ✓ Identify, build and measure the capacity of tribal families of children with I/DD to seek and obtain FAPE/special education services within least restrictive settings
- ✓ Provide culturally competent curriculum, training, referrals and support to tribal families of children with I/DD eligible for/receiving special education services
- ✓ Deliver a combination of in-class training, one-to-one technical assistance (TA) and modeling of effective strategies to develop and implement a culturally competent, Individualized Education Plan (IEP) for children (with I/DD) of tribal communities eligible for/receiving special education services within the least restrictive setting
- ✓ Demonstrate best or promising practices in culturally competent outreach, training and educational support efforts within Native/tribal community settings
- ✓ Be a replicable program, using identified promising or best practices

RO 2: North State

Accessible Health and Safety (Systems Change/Capacity-Building/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California families and individuals with intellectual/developmental disabilities (I/DD) have access to effective, timely and affordable healthcare with trained, culturally competent and professional practitioners. SCDD acknowledges that there have been barriers for individuals and families with I/DD in obtaining accessible health-related information, navigating health systems and/or communicating effectively with medical/dental and/or other health personnel and is seeking an entity (e.g. agency, group, team or individual) to improve communication tools (e.g. standardized checklists, plain language descriptions of common medical resources, conditions, terms, communication, diagnostic/treatment/care tips, providers, etc.) for individuals and families with I/DD and the healthcare professionals that serve them. The pilot project will serve as a replicable model (for other regions throughout the state), using demonstrated best or promising practices to provide effective, culturally competent outreach, information and/or training to medical professionals and individuals/families with I/DD in California. The completed project will produce a report that identifies real/potential barriers, best/promising practices and effective strategies in assisting individuals/families with I/DD to obtain effective health care from providers who are more culturally competent in identifying health-related needs and communicating effectively with individuals/families with I/DD. Priority will be given to projects that engage underserved populations (in urban and/or rural settings).

The project grantee will:

- ✓ Have demonstrated subject matter expertise in healthcare and related fields
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities
- ✓ Have demonstrated linguistically, culturally and ethnically diverse cultural competence

The grantee will develop and implement a pilot project that will:

- ✓ Deliver a combination of in-class training, one-to-one technical assistance (TA) and best/promising practice-modeling of effective strategies to enhance communication between healthcare practitioners and families/individuals with I/DD
- ✓ Provide culturally competent, healthcare-related curriculum, resources, training, referrals and support to individuals/families with I/DD in the North State Regional Office (NSRO) area of California (Siskiyou, Modoc, Trinity, Shasta, Lassen, Tehama, Plumas, Glenn and Butte counties)
- ✓ Provide a plain language, standardized checklist to assist individuals/families with I/DD in communicating health-related concerns (e.g. dental/physical/unexplained pain, skin issues, mental/emotional concerns, potential STIs, etc.) to health practitioners and/or engage in monthly health/wellness self-checks (e.g. breast/testicular, etc.)
- ✓ Provide culturally competent, I/DD-related curriculum, resources (e.g. plain language checklists, self-help guides, etc.), training and technical assistance/support for health professionals/personnel
- ✓ Be a replicable program, using identified promising or best practices

RO 3: Sacramento

Health and Safety (Capacity-Building/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California families and individuals with intellectual/developmental disabilities (I/DD) engage safely and effectively with law enforcement and other first responders within home and/or community-based environments. SCDD acknowledges that individuals/families with I/DD have experienced adverse interactions and service barriers in regard to public safety and emergency response personnel and would benefit from structured opportunities for individuals to interact and spend time with, ask questions of and have discussions with first responders throughout the 10-county urban and rural catchment served by the SCDD Sacramento Regional Office (SacRO), which includes Sacramento, Yuba, Sutter, Colusa, Yolo, El Dorado, Alpine, Placer, Nevada and Sierra counties. SCDD is seeking a culturally competent entity (e.g. agency, group, team or individual) to develop/provide curriculum, resources (e.g. tip sheets, 1-page information sheets, personal safety/identification cards, etc.), trainings, skill acquisition and opportunities for participant preparation and practice, in order to effectively interact/communicate with first responders. Priority will be given to projects that focus on underserved populations (in urban and/or rural settings).

The project grantee will:

- ✓ Have demonstrated subject matter expertise in the law enforcement and related public safety/emergency response field(s)
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities
- ✓ Have demonstrated linguistically, culturally and ethnically diverse cultural competence

The grantee will develop and implement a pilot project that will:

- ✓ Deliver a combination of in-class training, one-to-one technical assistance (TA) and best/promising practice-modeling of effective strategies to enhance communication between first responders and families/individuals with I/DD
- ✓ Provide culturally competent curriculum, resources, training and support to individuals/families with I/DD in the SCDD SacRO catchment area
- ✓ Provide plain language, standardized information to assist individuals/families with I/DD in identifying needs, effectively and safely responding to and asking/answering appropriate questions when communicating with first responders
- ✓ Provide culturally competent, I/DD-related information and technical assistance/support for public safety/emergency response professionals (to include but not be limited to: LE officers, emergency/911 dispatchers, fire personnel, EMS/EMT/ paramedic/transport responders, ER/medical professionals, etc.)
- ✓ Be a replicable program, developing and/ identifying and using promising or best practices

The project grantee will:

- ✓ Ensure that families identified/served through the project have been referred to/received information about SCDD, its mission/values, and SacRO staff and services by the conclusion of the project
- ✓ Complete the identified project no later than 10.1.23

- ✓ Be subject to non-performance penalties, in failing to meet identified project deadlines
- ✓ Provide bi-monthly progress reports to SCDD, as directed, with both quantitative and qualitative data
- ✓ Provide a copy of all curriculum, resources, materials, guidance, etc. used in the course of the project
- ✓ Provide a final report (by 10.15.23) with project results, findings, recommendations and descriptions of demonstrated best/promising practices, using both quantitative qualitative data and providing all source citation(s)

Housing (Capacity-Building/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that families and individuals with intellectual/developmental disabilities (I/DD) have the information, training, resources, guidance and technical assistance to advocate for, identify and obtain affordable, safe, accessible housing and live full, independent lives in communities and homes of their choosing throughout the lifespan. SCDD acknowledges that families and individuals with I/DD experience barriers in understanding and navigating systems and obtaining desired housing within the SCDD Sacramento Regional Office (SacRO) catchment area which includes Sacramento, Yuba, Sutter, Colusa, Yolo, El Dorado, Alpine, Placer, Nevada and Sierra counties. The Council is seeking a culturally competent entity (e.g. agency, group, team or individual) to develop a service/resource toolkit, technical assistance and training to assist families/individuals with I/DD in understanding tenant and housing rights and subsidized housing programs, obtaining ILS/SLS services, as needed, and exploring a variety of housing options, including home ownership. Additionally, families/individuals with I/DD will learn about engaging actively in housing-related public advocacy efforts, opportunities to provide public testimony/comment, and how to find and serve on housing-related boards and committees. Priority will be given to projects that focus on culturally, ethnically and linguistically diverse, underserved populations (in urban and/or rural settings).

The project grantee will:

- ✓ Have demonstrated subject matter expertise in housing policy, housing availability/trends, funding sources, statewide/regional housing entities, service/support options and housing rights-related topics
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities

The grantee will develop and implement a pilot project that will:

- ✓ Develop/provide a plain language toolkit, curriculum, information/tips, resources/materials, etc. about housing/tenant/renter's rights (including maintenance, evictions, Fair Housing, etc.), subsidized housing programs, funding options, the broad range of planned/available housing options, local/regional/state policy entities associated with housing issues, etc.
- ✓ Deliver a combination of guidance/technical assistance (TA) and multi-modal instruction about housing throughout the lifespan to families/individuals with I/DD
- ✓ Provide information and support for families/individuals with I/DD to engage in housing-related public policy advocacy efforts
- ✓ Be a replicable program, developing and/ identifying and using innovative, promising or best practices

RO 4: North Bay

Health & Safety/Early Identification & Intervention (Capacity-Building/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California families and individuals have access to early identification of intellectual/developmental disabilities (I/DD) and effective referrals to appropriate intervention, supports and services in a timely manner. SCDD acknowledges that families with at-risk infants and toddlers in underserved populations (e.g. Black/African American, low-income, inner city and rural children, infants and toddlers who are homeless or in foster care and/or those residing on a reservation) are in need of timely resources/information, and diagnostic, referral, early intervention and related support services. Likewise, medical personnel and other health and daycare providers need information, training, technical assistance and resources about the programs, supports and services available to - and challenges associated with – families with children who have or at risk of acquiring or developing I/DD. SCDD is seeking a culturally competent entity (e.g. agency, group, team or individual) to develop/provide curriculum, resources (e.g. tip sheets, 1-page information sheets, personal safety/identification cards, etc.), outreach, trainings, skill acquisition and technical assistance (TA) for underserved families of at-risk infants/toddlers and the health and daycare professionals that serve them in the SCDD North Bay Regional Office (NBRO) urban and rural catchment areas (Sonoma, Napa and Solano counties).

The project grantee will:

- ✓ Have demonstrated subject matter expertise in health, childcare and related fields
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities
- ✓ Have demonstrated linguistically, culturally and ethnically diverse cultural competence

The grantee will develop and implement a pilot project that will:

- ✓ Deliver a combination of culturally competent training, technical assistance (TA) and resources to enhance health professionals' and childcare personnel's early identification/reporting of infants/toddlers at-risk for having/developing I/DD in underserved populations
- ✓ Build culturally competent knowledge and referral capacity of health professionals and childcare personnel about community-based resources, supports and services available to families of infants/toddlers at-risk for having/developing I/DD in underserved populations
- ✓ Build skills sets of healthcare practitioners and childcare personnel and families/individuals with I/DD to enhance culturally competent communication and facilitate understanding of risk factors, I/DD, and community-based support/service/referral resources
- ✓ Provide a culturally competent, plain language, standardized checklist to assist childcare personnel and families of at-risk infants/toddlers in communicating health/developmental concerns (e.g. developmental milestone delays, behavioral issues, vision/hearing deficits, etc.) to health practitioners
- ✓ Be a replicable program, using identified promising or best practices

RO 5: Bay Area

Employment (Capacity Building/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California job seekers with intellectual and/or developmental disabilities (I/DD) have an opportunity to access quality and individualized employment discovery, preparation, placement and support. SCDD is seeking a culturally/ethnically/linguistically competent entity (e.g. agency, group, team or individual) to develop/provide curriculum, resources, trainings, and skill acquisition and job placement opportunities that address job seekers with I/DD experiencing under-employment, unemployment and/or a pandemic-related layoff. Project leadership and program implementation must include people with disabilities from the targeted community. Priority will be given to projects that focus on diverse, underserved populations of individuals with I/DD in areas of language, ethnicity, culture and race.

The project grantee will:

- ✓ Have demonstrated subject matter expertise in Competitive Integrated Employment (CIE) and Customized Employment (CE)
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities in culturally/ethnically/linguistically diverse, underserved populations.

The grantee will develop and implement a pilot project that will:

- ✓ Deliver a combination of discovery model preparation work, training, job development, and promising/best practice job development for people with I/DD who are underemployed, unemployed or have been laid off during the pandemic
- ✓ Provide connections and pathways for ongoing employment support post-placement, either directly or through partnerships with other funding sources and service providers
- ✓ Provide culturally competent, I/DD-related information and technical assistance/support for employers/trade associations/unions and other entities with which the job seeker will engage
- ✓ Be a replicable program, developing and/ identifying and using promising or best practices

Health and Safety (Systems Change/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California families and individuals with intellectual/developmental disabilities (I/DD) engage safely and effectively with law enforcement (LE) and other first responders within home and/or community-based environments. SCDD acknowledges that individuals/families with I/DD have experienced adverse interactions and service barriers in regard to public safety and emergency response personnel and would benefit from structured opportunities for individuals to interact and spend time with, ask questions of and have discussions with first responders throughout the 5-county catchment area served by the SCDD Bay Area Regional Office (BARO), which includes Marin, Contra Costa, Alameda, San Mateo and San Francisco counties. SCDD is seeking a culturally/ethnically/linguistically competent entity (e.g. agency, group, team or individual) to develop/provide curriculum, resources (e.g. tip/information sheets, personal safety/identification cards, etc.), trainings, skill acquisition and opportunities for participant preparation and practice, in order to effectively interact/communicate with first responders. Projects should support people with I/DD, their families and/or public safety professionals in systems change efforts and/or capacity-building through providing and/or supplementing skills, knowledge, resources and tools. Project leadership and program implementation must include people with disabilities from the targeted community. Priority will be given to projects that focus on linguistically, ethnically and culturally diverse, underserved populations of individuals/families with I/DD.

The project grantee will:

- ✓ Have demonstrated subject matter expertise in the law enforcement and related public safety/emergency response field(s)
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities in culturally/ethnically/linguistically diverse, underserved populations
- ✓ Have demonstrated linguistically, culturally and ethnically diverse cultural competence

The grantee will develop and implement a pilot project that will:

- ✓ Deliver a combination of in-class training, technical assistance (TA) and best/promising practice-modeling of effective strategies to enhance communication between first responders and culturally/ethnically/linguistically diverse families/individuals with I/DD in underserved populations
- ✓ Provide plain language, standardized information to assist individuals/families with I/DD in identifying needs, effectively and safely responding to and asking/answering appropriate questions when communicating with first responders
- ✓ Provide culturally competent, I/DD-related information and technical assistance/support for public safety/emergency response professionals (to include but not be limited to: LE officers, emergency/911 dispatchers, fire personnel, EMS/EMT/ paramedic/transport responders, ER/medical professionals, etc.)
- ✓ Be a replicable program, developing and/ identifying and using promising or best practices

RO 6: North Valley Hills

Housing (Capacity-Building/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that families and individuals with intellectual/developmental disabilities (I/DD) have the information, training, resources, guidance and technical assistance to identify and obtain affordable, safe, accessible housing and live full, independent lives in communities and homes of their choosing throughout the lifespan. SCDD acknowledges that families and individuals with I/DD experience barriers in understanding and navigating systems and obtaining desired housing within the SCDD North Valley Hills Regional Office (NVHRO) catchment area (San Joaquin, Stanislaus, Tuolumne, Calaveras and Amador counties). The Council is seeking a culturally competent entity (e.g. agency, group, team or individual) to develop a service/resource toolkit, technical assistance and training to assist families/individuals with I/DD in understanding tenant and housing rights and subsidized housing programs, obtaining ILS/SLS services, as needed, and exploring a variety of housing options, including home ownership. Priority will be given to projects that focus on culturally, ethnically and linguistically diverse, underserved populations (in urban and/or rural settings).

The project grantee will:

- ✓ Have demonstrated subject matter expertise in housing, funding sources, service/support options and housing rights-related topics
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities

The grantee will develop and implement a pilot project that will:

- ✓ Develop/provide a plain language toolkit, curriculum, information/tips, resources/materials, etc. about housing/tenant/renter's rights (including maintenance, evictions, Fair Housing, etc.), subsidized housing programs, obtaining ILS/SLS services, as needed, funding options, the broad range of housing options, including home ownership, etc.
- ✓ Deliver a combination of guidance/technical assistance (TA) and multi-modal instruction about housing throughout the lifespan to families/individuals with I/DD
- ✓ Be a replicable program, developing and/ identifying and using promising or best practices

RO 7: Central Coast

Self-Determination/Transition (Self-Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California families and individuals with intellectual/developmental disabilities (I/DD) have access to generic and developmental supports and services that are necessary to living full, independent lives in communities of their choosing. SCDD acknowledges that there have been barriers in providing culturally competent, accessible information to underserved populations (e.g. rural communities, bi-lingual or non-English-speaking individuals, 'high-need' families, etc.). The Council is seeking a culturally competent entity (e.g. agency, group, team or individual) to develop a service resource toolkit and identify and engage culturally/ethnically/linguistically diverse families and individuals with I/DD in cohort-based classes, workshops and mentoring groups for the purpose of providing training, facilitation, coaching, planning, leadership and self-determination opportunities, technical assistance (TA)/support, and resource/referral information about the developmental disabilities service system (in one or more focus areas) and generic, community-based supports and services. The intended goal of the project model will be to increase the capacity for autonomy, authority and leadership of families and individuals with I/DD when seeking supports and navigating service systems, especially during periods of life transition. The completed project will produce a report that identifies real/potential barriers, best/promising practices and effective strategies in assisting families and individuals with I/DD to gain leadership and self-advocacy skills in applying their service rights, and information, knowledge and confidence in identifying needs, accessing supports and self-advocating for necessary services – whether specialized or generic. Priority will be given to projects that provide measures for sustainability and focus on diverse, underserved populations (in urban and/or rural settings) of individuals/families with I/DD.

The project grantee will:

- ✓ Have demonstrated subject matter expertise in both the developmental disabilities and generic, community-based service delivery systems
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities
- ✓ Have demonstrated linguistically, culturally and ethnically diverse cultural competence

The grantee will develop and implement a pilot project that will:

- ✓ Work with underserved populations (e.g. rural communities, bi-lingual or non-English-speaking families, 'high-need' families, etc.) in the SCDD CCRO catchment area (Monterey, San Benito, Santa Clara, Santa Cruz, San Luis Obispo, Santa Barbara & Ventura counties)
- ✓ Use a cohort-based system to provide peer support, mentoring and leadership opportunities for families/individuals with I/DD in underserved populations
- ✓ Focus on one or more areas within the developmental services system
- ✓ Increase knowledge in families/individuals with I/DD of diverse, inclusive service delivery systems
- ✓ Increase autonomy, authority and leadership skills of PwI/DD when seeking/navigating services and delivery systems

- ✓ Deliver a combination of in-class training, technical assistance (TA) and best/promising practice-modeling of effective strategies to enhance self-determination, leadership and planning skills in culturally/ethnically/linguistically diverse families/individuals with I/DD in underserved populations (in urban and/or rural settings)
- ✓ Provide culturally competent, plain language information/training/resources to assist individuals/families with I/DD to develop/maintain peer support/mentor cohorts, identify needs, develop person-centered plans, and effectively/assertively communicate with case managers and service delivery personnel/providers
- ✓ Be replicable, developing and/ identifying and using promising or best practices

RO 8: Sequoia

Health and Safety (Capacity-Building/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that adults with intellectual/developmental disabilities (I/DD) have the information and skills to engage in healthy, safe personal and social relationships and appropriate, safe interactions in public and work environments. SCDD acknowledges that individuals with I/DD have experienced barriers in acquiring accurate, complete information about physical anatomy, sexuality, gender identity/preference/expression, hygiene, personal health/safety, consent/boundaries, safe internet practices, intimacy and establishing/maintaining trusted, consensual relationships, leading to deficits in knowledge and practical personal/social skills needed to safely engage in positive, meaningful interactions and relationships. The Council is seeking a culturally competent entity (e.g. agency, group, team or individual) to identify/use best/promising practices to provide information, training, guidance and resources about reproductive health, sexuality, healthy/safe relationships, internet safety, etc. to adults with I/DD in the SCDD Sequoia Regional Office (SeqRO) catchment area (Mariposa, Merced, Madera, Fresno, Kings, Tulare and Kern counties). Priority will be given to projects that focus on underserved populations (in urban and/or rural settings).

The project grantee will:

- ✓ Have demonstrated subject matter expertise in adult education and health and safety-related topics
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities

The grantee will develop and implement a pilot project that will:

- ✓ Develop/provide plain language curriculum, information/tips, resources/materials, etc. about health and safety-related topics for adults with I/DD, to include (but not be limited to) reproductive health, self-exams, sexuality, healthy/safe relationships, boundaries, internet safety, preventing/recognizing/reporting abuse, etc.
- ✓ Deliver a combination of guidance/technical assistance (TA) and multi-modal instruction in reproductive/health/safety topics (as listed above) for adults with I/DD
- ✓ Be a replicable program, developing and/ identifying and using promising or best practices

RO 10: Los Angeles

Self-Determination (Systems Change/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California families and individuals with intellectual/developmental disabilities (I/DD) have access to generic and developmental supports and services that are necessary to living full, independent lives in communities of their choosing. SCDD acknowledges that staff shortages associated with the pandemic cycles of FFY 2020-2021 created extraordinary burdens on families/individuals with I/DD in need of direct service providers (DSP) during varied times and in preferred environments through California's Self-Determination Program (SDP). The Council is seeking a culturally competent entity (e.g. agency, group, team or individual) to develop and pilot an innovative program/vehicle for providing trained and experienced direct service providers (DSP) to SDP participants in the SCDD Los Angeles Regional Office (LARO) catchment area (Los Angeles County). Priority will be given to replicable projects that focus on economically, culturally, ethnically and linguistically underserved populations.

The project grantee will:

- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities
- ✓ Have demonstrated subject matter expertise in California's Self-Determination Program (SDP) and community-based direct service providers/delivery systems
- ✓ Have demonstrated diverse linguistic, cultural, ethnic and economic cultural competence in underserved communities, including the various Native/tribal populations

The grantee will develop and implement a pilot project that will:

- ✓ Develop/provide an innovative entity through which trained, experienced direct service providers (DSP) can be staffed to serve participants in the Self-Determination Program (SDP) outside of traditional agency hours
- ✓ Deliver culturally competent training and guidance/technical assistance (TA) to DSP personnel serving economically, culturally, ethnically and/or linguistically diverse families/individuals with I/DD through the SDP service delivery model in Los Angeles County
- ✓ Develop/deliver an online resource page for SDP participants to identify/contact/schedule DSPs for employment during varied times in preferred environments
- ✓ Coordinate with regional centers and local/statewide Self-Determination Committees to disseminate pilot project information to Committee members and SDP participants in the LARO catchment area

RO 11: Orange County

Housing (Capacity-Building/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that families and individuals with intellectual/developmental disabilities (I/DD) have the information, training, resources, guidance and technical assistance to advocate for, identify and obtain affordable, safe, accessible housing and live full, independent lives in communities and homes of their choosing throughout the lifespan. SCDD acknowledges that families and individuals with I/DD experience barriers in understanding and navigating systems and obtaining desired housing within the SCDD Orange County Regional Office (OCRO) catchment area (Orange County). The Council is seeking a culturally competent entity (e.g. agency, group, team or individual) to develop a service/resource toolkit, technical assistance and training to assist families/individuals with I/DD in understanding tenant and housing rights and subsidized housing programs, obtaining ILS/SLS services, as needed, and exploring a variety of housing options, including home ownership. Additionally, families/individuals with I/DD will learn about engaging actively in housing-related public advocacy efforts, opportunities to provide public testimony/comment, and how to find and serve on housing-related boards and committees. Priority will be given to projects that focus on culturally, ethnically and linguistically diverse, underserved populations (in urban and/or rural settings).

The project grantee will:

- ✓ Have demonstrated subject matter expertise in housing policy, housing availability/trends, funding sources, statewide/regional housing entities, service/support options and housing rights-related topics
- ✓ Have demonstrated cultural competence in the field of intellectual/developmental disabilities

The grantee will develop and implement a pilot project that will:

- ✓ Develop/provide a plain language toolkit, curriculum, information/tips, resources/materials, etc. about housing/tenant/renter's rights (including maintenance, evictions, Fair Housing, etc.), subsidized housing programs, funding options, the broad range of planned/available housing options, local/regional/state policy entities associated with housing issues, etc.
- ✓ Deliver a combination of guidance/technical assistance (TA) and multi-modal instruction about housing throughout the lifespan to families/individuals with I/DD
- ✓ Provide information and support for families/individuals with I/DD to engage in housing-related public policy advocacy efforts
- ✓ Be a replicable program, developing and/ identifying and using innovative, promising or best practices

RO 12: San Bernardino

Health and Safety (Capacity-Building/Advocacy)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California families and individuals with intellectual/developmental disabilities (I/DD) living with secondary mental health diagnoses have access to effective, timely and affordable mental health care with trained, culturally competent and professional practitioners. The Council acknowledges that there have been barriers in obtaining inclusive, accessible mental health treatment and support(s) for families/individuals dually diagnosed with I/DD and mental health disorders within the SCDD San Bernardino Regional Office (SBRO) catchment area (including Mono, Inyo, San Bernardino and Riverside counties). SCDD is seeking an entity (e.g. agency, group, team or individual) to identify, improve and/or demonstrate tools (e.g. standardized checklists, plain language descriptions of available mental health resources, conditions, terms, diagnostic/treatment/care tips, providers, etc.) for individuals and families with I/DD and the mental health care professionals that serve them. The pilot project will serve as a replicable model (for other regions throughout the state), using demonstrated best or promising practices to provide effective, culturally competent outreach, information, training and/or support to mental health practitioners and individuals/families with I/DD in California. This may include (but not be limited to) individual/group interventions, trainings, advocacy efforts, etc. designed to increase resilience and promote mental health and reduce concerns about/potential for suicide/suicide attempts, stress/anxiety, maladaptive behaviors and other mental health issues due to mental health crises, isolation and lack of supports during the pandemic experienced by families/individuals with I/DD. The completed project will produce a report that identifies real/potential barriers, evidence-based best/promising practices and effective strategies in assisting individuals/families with I/DD to obtain effective mental health treatment from providers (who are 1] culturally competent in identifying and meeting mental health-related needs in individuals with multiple diagnoses and 2] communicating effectively with individuals/families with I/DD). Priority will be given to projects that engage and serve linguistically, economically, culturally and/or ethnically underserved populations (in urban and/or rural settings), including Native/tribal communities.

The project grantee will:

- ✓ Have demonstrated cultural competence in the field of both intellectual/developmental disabilities and mental health disorders and treatment models
- ✓ Engage collaboratively with regional center personnel, community-based mental health practitioners and individuals/families with I/DD and co-occurring mental health conditions
- ✓ Have demonstrated diverse linguistic, cultural, ethnic and economic cultural competence in underserved communities, including the various Native/tribal populations

The grantee will develop and implement a pilot project that will:

- ✓ Identify/use promising/best practices to provide support, education and information about mental health treatment options, advocacy, and coping mechanisms/skills for families/individuals with I/DD experiencing mental health challenges
- ✓ Create innovative, evidence-based and supportive approaches to reduce thoughts/incidents of suicide, stress, anxiety, maladaptive behaviors and other mental health issues in those with I/DD

- ✓ Develop/provide plain language curriculum, information/tips, resources/materials, etc. about mental health and related topics for families/individuals with I/DD, to include (but not be limited to) suicide, stress, anxiety, maladaptive behaviors and other mental health issues, as well as identifying/seeking immediate assistance for critical and/or acute mental health conditions
- ✓ Deliver a combination of guidance/technical assistance (TA) and multi-modal instruction in mental health topics (as listed above) for adults with I/DD
- ✓ Be a replicable program, developing and/ identifying and using evidence-based, innovative, promising and/or best practices

RO 13: San Diego Imperial

Education/Service Rights (Capacity-Building; Underserved Population - Tribal Communities)

The State Council on Developmental Disabilities (SCDD) is invested in ensuring that all California families and individuals with intellectual/developmental disabilities (I/DD) have access to culturally competent disability-related, educational and generic, community-based supports and services, many of which are provided for under both federal and California law (e.g. including [but not limited to] laws guaranteeing a free, appropriate public education [FAPE], regional center service rights under the Lanterman Developmental Disabilities Services Act, etc.). SCDD acknowledges that there have been barriers (e.g. myths, misunderstandings, fears, etc.) in providing culturally competent, accessible information and advocacy about service/support, FAPE and other rights to California's richly diverse tribal communities. The Council is seeking a trusted entity (e.g. agency, group, team or individual) within a tribal community to provide training, technical assistance (TA), information/resources and support to build capacity in families and children with I/DD who are eligible for and/or receiving developmental disability-related and/or special education (within a least restrictive environment (LRE)/appropriate setting) services. The pilot project will provide a working relationship between Native/tribal communities and SCDD and will serve as a replicable model (for working with other regional offices throughout the state), demonstrating innovative, best and/or promising practices to provide effective, culturally competent outreach, training, information, support and services to underserved Native/tribal communities in the SCDD San Diego Imperial Regional Office (SDIRO) catchment area (including both San Diego and Imperial counties). The completed project will produce a report that identifies real/potential barriers, best/promising practices and effective strategies in assisting these families to obtain timely, regional center and special education services for eligible children with I/DD in the appropriate setting(s).

The project grantee will:

- ✓ 1) Have demonstrated cultural competence in outreach, support and service to and 2) provide letters of support from underserved Native/tribal communities
- ✓ Have knowledge about and relevant experience with special education (as delivered in the LRE/appropriate setting), generic and regional center eligibility, program and service rights
- ✓ Be committed to culturally competent special education and regional center delivery models

The grantee will develop and implement a pilot project that will:

- ✓ Identify and serve families/individuals with I/DD within one or more tribal communities in the SCDD San Diego Imperial Regional Office (SDIRO) catchment area
- ✓ Identify, increase and measure the capacity of tribal families of children with I/DD to seek and obtain FAPE/special education services within LRE/appropriate settings
- ✓ Identify, increase and measure the capacity of tribal families of children with I/DD to seek and obtain regional center services
- ✓ Reduce barriers associated with cultural issues, myths, misunderstandings, fears, etc., as well as any cultural perception of 'blame' within tribal communities regarding educational and regional center service systems and people with I/DD

- ✓ Provide culturally competent curriculum (FAPE rights, Lanterman Act, eligibility, due process, advocacy options, etc.), training, referrals, information/resources, advocacy and support to tribal families of children with I/DD eligible for/receiving special education and/or regional center services
- ✓ Deliver a combination of in-class training, one-to-one technical assistance (TA) and modeling of effective strategies to develop and implement culturally competent, Individualized Education Plans (IEP), Individual Family Support/Program Support Plans (IFSP/IPP) for families/children (with I/DD) of tribal communities eligible for/receiving special education and/or regional center services
- ✓ Demonstrate best or promising practices in culturally competent outreach, training and educational/service support efforts within Native/tribal community settings
- ✓ Be a replicable program, identifying innovative, promising and/or best practices

Action Recommended

**Recommend that the Council approve the
Cycle 45 Project Descriptions.**

