Purpose

Provider Grants are intended to increase provider capacity to serve individuals with developmental disabilities or delays (IDDs) in Adams, Arapahoe, and Douglas Counties. Over the past few years, Developmental Pathways gathered information from individuals in services, caregivers, and providers to identify the barriers to IDD services to identify key areas of need. The included Funding Areas address those needs.

Grant Objectives

In general, we are looking to support local providers in:

- Increasing access to person-centered services and supports so people with IDDs can live [more] meaningful lives.
- Addressing barriers to services for individuals with IDDs.

Funding Areas

Based on stakeholder input through various channels as well as funding goals for local Mill Levy dollars, we anticipate focusing funding on supporting the following areas of need:

1. Capacity building/expanding services
2. Creating inclusive communities
3. Creating new or innovative service offerings
4. Community outreach and education
5. COVID related requests (no PPE)
6. Skill development and/or employment opportunities for individuals with I/DD (trades, inclusive higher ed, supported employment, etc.)
7. Supporting an expanded workforce to serve individuals with I/DD
8. Protecting, assisting with, and promoting healthy, safe, person-centered lives
9. Systems change support
10. Support with becoming or expanding program approval to be a PASA

Grantee Criteria

- Grant funds are available to non-profit and for-profit providers. Providers include but are not limited to:
    - Program Approved Service Agencies (PASA)
    - Community agencies (ie.- recreation centers, places of worship, non-profits, businesses)
    - Schools
- Grant funds must be used on projects or programs geared to expand capacity of or access to existing or new providers. Expanding capacity may include increasing:
    - The number of people served,
    - Service times,
    - Populations served, or
    - Areas of service

- Grant recipient must show proof of financial stability.
- In certain circumstances organizations must provide additional information at the discretion of the Review Committee. These documents could include Letters of Support, business licenses, contracts or proof of professional partnerships with affiliated organizations (ie. DVR, educational institutions, state partners, etc.).
- Grant recipient must submit pre- and post-grant data. Grant recipient must submit pre- and post-grant data and a Final Report. Long-term grants will require a Mid-Term Grant Report.
- Grants are limited to one-time use fund requests (ie.- training, volunteer recruitment, initial costs associated with hiring new staff, capital projects, specialized equipment, incentives).
- To be considered complete, submissions must include answers to all required questions on the application including an agency overview, proposal details, applicable planning, and financial documents.
- Grant time periods should last no more than twelve months from the date of the fully executed Grant Agreement, unless a special request is made and approved.
- Grant funds may not be used to supplement Medicaid or insurance reimbursement rates.
- Grant funds must not be used to supplant public education but can help support areas not already covered within educational offerings.

Selection Process

Grant applications will be evaluated based on:
- Adherence to Grantee Criteria and Requirement guidelines
- Ability to meet the needs of the developmental disability and delay population
- Growth potential for program
- Sustainability of program
- Information provided in proposal describes an understanding of the specific needs in our community, and a well-thought out plan to address those needs
- Funds requested are connected to the needs and plan presented in the proposal
- Grant applicants will be notified of approval or denial of grant application with one of three responses:
  - Approval- The Community Engagement Department will send the approval letter along with the pre-grant data request, Grant Agreement, and w-9 form. Upon submission of the pre-grant data, signed Grant Agreement, and w-9, a full grant payment will be made.
  - Denial- A reasonable explanation will be given for all denials.
  - Pending Approval- The Community Engagement Department reserves the right to give pending approval upon collection of further information or changes to the proposed program or project. In such cases, it is up to the grant applicant to supply the necessary information and/or changes or forfeit the potential grant funding.

Funding Limitations

Funds for Fiscal Year 2022 are available on a first come, first-serve basis and in line with the grant objectives. Individual grant amounts will be determined by the grant request, expansion capacity, need, potential impact on individuals served in Arapahoe, Adams and Douglas Counties, financial stability of the organization and, sustainability of the program. There is not a limit on each individual grant, but keep in mind that our goal is to serve as many agencies as possible with the grant funds. Funds are expected to be used within a maximum of a twelve-month grant period.

Application Deadlines

- Applications will be reviewed bi-annually pending availability of funding.
- Applications will be accepted until all funds are depleted for the fiscal year.
- Submit applications by the EOB on the dates listed below to have your request reviewed on the bi-annual review schedule.
    - Applications are due September 30, 2021 and January 15, 2022 (as funds allow).
    - Reviews will occur in October 2021 and January 2022 (as funds allow).
    - A third review will be held if funding remains after the regularly scheduled bi-annual reviews
    - See the Annual Grant Review Calendar for more information.

Reporting Process

Brief pre- and post-grant data collection will be conducted electronically and managed by the Grant Administrator following notification of grant approval.

- Pre-grant: https://tinyurl.com/pre-grant
- Post-grant data will be collected with submission of a Provider Grant Final Report Form

A Mid-Term Grant Report may be required for long projects. Grant Agreements will indicate if a Mid-Term Grant Report is required. Within 30 days of the end of the grant period, the Grantee must provide a Final Grant Report to the Community Engagement Department of Developmental Pathways. The Final Grant Report shall include the following:

- Results/Outcomes
    - Describe the progress made toward the goals and objectives provided in the grant application.
    - Describe the impact this grant had on the population you serve.
- Lessons Learned
    - What worked and did not work in your proposed plan? What, if anything, would you do differently next time?
    - Describe what you learned based of the results/outcomes reported above and what, if any, programmatic or organizational changes you will make based on your results/outcomes.
- Sustainability
    - Will you continue this program? If so, how?

- o If you do not plan to continue this work, please explain why.
- o What suggestions do you have to make more long-term change?
- Financials
  - o Please complete a financial report showcasing the use of funds in alignment with the grant application and agreement.
    - ▪ Include income and expenditure details compared to the approved budget from the grant application. Explain any variances.

To Apply

1. Read the eligibility and requirements for this grant to ensure your organization qualifies.
2. Complete the application and submit the required attachments including financial documents at FY22 DP Provider Grant Application.

Questions

To request a consultation before submitting a grant, providers can contact our designated grant administrator at CommunitySupports@dpcolo.org. Please include in the Subject Line: Grant Consultation Request and Provider Name. Include in the body of the email:

1. Best person to contact + their contact information
2. A brief description of the proposed grant

Technical questions about completing the application form may be directed to CommunitySupports@dpcolo.org.