

## Purpose

Provider Grants are intended to increase provider capacity to serve individuals with developmental disabilities or delays (IDDs) in Adams, Arapahoe, Douglas, and Elbert 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 Funding Areas listed below address those needs.

## Grant Objectives

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

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

## Funding Areas

Priority areas for Grant Funding in this fiscal year (July 1, 2023-June 30, 2024) include:

1. Mental/Behavioral Health
2. Capacity Building with the purpose of alleviating the provider waitlist and supporting organizations in fulfilling more RFPs

Additional areas of focus:

5. Staff Capacity support to address the current direct support hiring crisis
6. Stability Support for program or agency
7. Innovation Grants that create new service offerings
8. Expansion Grants that increase service times, areas, populations served and/or total number of people served

## 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 recipient must show proof of financial stability by submitting an Annual Budget/Year End Financial Statement and Balance Sheet (List of assets and liabilities)
- 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 and a Final Report. Long-term grants will also require a Mid-Term Grant Report.
- 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. *Whenever possible, grants award funds should be spent within the fiscal year they were awarded.*
- Grant funds may not be used to supplement Medicaid or insurance reimbursement rates.
- Grant funds must not be used to supplant public education though 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 IDD population
- Growth potential for program
- Sustainability of program
- Information provided in the 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 Program Administrator of Grants will send an approval letter along with the pre-grant data request, Grant Agreement, and W9 form. Upon submission of the pre-grant data, signed Grant Agreement, and W9, the full grant payment will be made
  - Denial- A reasonable explanation will be given for all denials. A Complaint/ Grievance Policy is available upon request
  - 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 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, Douglas and Elbert 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.

## Application Deadlines

- Applications will be reviewed on the timelines listed on the [Annual Review Calendar](#) and will be based on availability of funding.
- Applications will be accepted until all funds are depleted for the fiscal year.
- For Innovation/Expansion grants, submit applications by the EOB on the dates listed below to have your request reviewed:
  - Applications are due August 7, 2023 and November 1, 2023
  - A third review will be held in February 2023, if funding remains after the regularly scheduled bi-annual reviews.
- Staff Capacity/Stability Grant applications are accepted on a rolling basis as funds allow and are reviewed each month.

## 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 longer 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?
  - If you do not plan to continue this work, please explain why.
  - What suggestions do you have to make more long-term changes?
- Financials
  - 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 [FY24 Provider Grant Application](#).

### Questions

To request a consultation before submitting a grant, providers can contact our designated grant administrator at [CommunitySupports@dpcolo.org](mailto: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](mailto:CommunitySupports@dpcolo.org).