

Craig Knutson, KCDD - Well, let's go ahead and go back to that first one real quick, and I'll go ahead and get started.

I'd like to thank everyone today for coming to our KCDD RFP Pre-bid Conference. This is for our State Fiscal Plan FY 22 to 26.

This project was supported in part by Grant, number 2201KSSCDD-02, from the U.S. Administration for Community Living, the 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 Policy.

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Who we are as the Council. State Councils on Developmental Disabilities, otherwise known as Councils, are federally funded self-governing organizations charged with identifying the most pressing needs of people with developmental disabilities in their State or territory. Councils are created through the Developmental Disabilities Act. Councils are committed to advancing public policy and systems change that help individuals gain more control over their lives.

There are 56 councils across the United States, one in each state and territory, and they work to address identified needs by conducting advocacy, systems change, and capacity building efforts that promote self-determination, integration, and inclusion.

Key activities include conducting outreach, providing training and technical assistance, removing barriers, developing coalitions, encouraging citizen participation, and keeping policymakers informed about disability issues.

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Each Council has a mission. The mission of the Kansas Council on Developmental Disabilities is to empower individuals with intellectual and developmental disabilities and their families to lead systems change, build capacity, and to advocate for inclusive, integrated, accessible communities where everyone belongs and thrives.

KCDD serves people with intellectual and developmental disabilities through advocacy, public policy, and education.

Our values. We have 2 sets of values that are intertwined. Our first set of values comes from the DD Act which is the federal legislation that created us. And those values are Independence, Productivity, Integration, Capacity Building, Self-Determination & Inclusion in the community, and freedom from Abuse, Neglect, and Exploitation.

Also, on a more statewide level, KCDD has values that promote Person-Centeredness, Impactful Outcomes, Respectfulness, being Collaborative, being Innovative, and Equitable Opportunity for all.

What we do as a Council. Every 5 years KCDD develops a State plan that reflects a comprehensive review of major advocacy, systems, and capacity issues in Kansas.

This plan outlines goals, objectives, and specific activities that will be implemented to bring about change. The State plan guides the Council regarding how staff and fiscal resources are to be allocated. The Council State plan is developed in accordance with the Developmental Disabilities Assistance and Bill of Rights Act of 2000.

The current KCDD fiscal year 2022 to 2026 State Plan Goals and Objectives, along with the full copy of the state plan including proposed activities and outcomes can be found on our website.

The purpose of this RFP. Is to partner with community stakeholders to positively impact the lives of Kansas with intellectual and developmental disabilities and their families. This RFP is open to any interested applicant. Proposed activities and projects must address current 5 year planned goals and objectives. Historically speaking, past funding request, have ranged from approximately \$25,000 an award, \$100,000 a year, depending on the scope of the project and it's alignment with council goals. All awards for this project will be for one year with an option of annual renewals up to 4 additional years.

And now I'll go ahead and turn this over to Liz Long

Liz Long, KCDD - Our proposal requirements which you may have already read in our RFP. The design elements that we're looking for are identifying your project, and it may address one or multiple objectives from our state plan goals. You need to clearly describe your activities and the ways the project will work as a broad program. We'd like you to identify the geographic boundaries of your proposal, as well as the target population. An example would be all Kansas residents with intellectual developmental disabilities. Another example might be if you were using targeted disparities of our Garden City, with a Hispanic population focus. We'd like you to describe how you'll do outreach and refer people to your project.

We should also, look at and describe how your project will be culturally competent so it's inclusive of diverse populations and it's accessible for people with all types of disabilities. Take a moment and describe your potential barriers and implementing the project, and maybe any strategies you're going to attempt to overcome those barriers with. As Craig mentioned, we're all about collaboration here we want to see what community partners you'll be reaching out to and remember you're working towards system level changes so the broader you are with your inclusion, the better.

That leads you to your Project Outcomes we hope to see. The applicant should be responsible for providing activities that support innovation or evidence-based strategies that result in improvement of lives of people with IDD and their families, through empowering advocacy and or leading to systems change.

The assessment or analysis. The project proposals should offer an assessment of why the project is needed, how it will benefit persons with IDD and their families, and, if applicable, any research supporting the likelihood of the project benefiting Kansas with disabilities.

Some things to include in your implementation plan, because we want to see what you're planning to do, and then how you're going to do it. You should have some goals, and those need to be SMART goals. You may have heard of those Specific, Measurable, Achievable, Relevant, and Time specific components. If there's research to support your project design; so what makes you think that your idea will work and benefit folks. The risk assessment piece is have you thought of what could go wrong, and how you can possibly address it? We'd like to see milestones and timelines so what you think you're going to achieve and by when. These are all, you know, your best guesses of course. We're not expecting you to know minute by minute how the project will unfold. We want you to be creative and innovative, so don't get wrapped around that too far. The tasks that you think are going to be part of your project. And again, the partners that you plan to include in your work. And lastly, some required resources that you know you're going to identify such as the financial piece the technical assistance or any other types of resources you might need.

Lastly, we want you to think about your evaluation plan so how you're going to track your progress, identify when you need to make course corrections, and identify your successes. Applicants are going to be required to collect data that meets our Federal reporting requirements. We will partner with you to train on the data elements, and that opportunity will occur later when you have been awarded the grant. Your plan should also include any thoughts you have on how the project could be sustained after the council is no longer funding your grant.

The fun stuff. Proposals should not include direct service unless it's demonstrating a new way of providing a service or support. They cannot be ongoing projects unless the sustainability plan is outlined after the initial 5 years. We can't purchase real property or buildings. And they can't be for something that the feds or state agencies should already be funding. We can't supplant or replace Federal or State responsibilities. And lastly, they we're not allowed to cover electronic surveillance or monitoring. And these are mostly Federal requirements so that's why we outline them here.

And then, lastly, just some thoughts about reporting expectations and trying to not make this onerous, but we do have some requirements that we need to meet with our Federal partnerships, so. Complete regular reporting in a format that we provide around some narrative, financial and surveys as directed. Training on the data collection will be offered. And lastly, present outcome and activities to the full Council on an annual basis or as requested, that maybe something that we ask for down the road.

And here is the information I assume you probably already have this about how to apply, and any questions you may have after this that you got up later, or somebody else asked you. You can email them to the dcf.grants@ks.gov and then we will open up the floor for questions, and if you want to raise your hand, or just put your question in the chat, I think that will get us where we need to go.

Any questions at all?

Oh, there's a chat. Length requirements or expectations? I don't think that we have put any length requirements. Craig I, we don't have any character limits or that kind of thing.

Craig Knutson, KCDD - No, it's gonna really depend upon the proposal. If you're anticipating or requesting a larger award, of course we'd like you to go into more detail, and, you know, have you know, sufficient justification for your requests? You know the length requirements is really just gonna be on a case by case basis. And so you know I just asked everyone to use their best judgment on that.

Tami asked if we could talk more about the soft or in kind Match. Liz, do you wanna talk about that.

Liz Long, KCDD - There is a requirement that is 25%. Is that correct Craig?

Craig Knutson, KCDD - it's a little tricky. The match has to be 25% of the total correct. And so what that comes out to is that let's say for example, you're requesting \$60,000 in council funds. It's not 25% of that 60,000 is 25% of the total. So to get 25% of the total, it would be \$80,000 would be the total amount, and so it'd be Roughly 33% of what you request of council funds to meet that 25% match.

Now in terms of soft match. how that match is made, you can be kind of creative with it, and we Council Staff will work with you to ensure compliance. It could be you know, staff time that has been donated can be counted. It could be any number of things at times if you have self-advocates who are participating activity the amount of times, they contribute to the activity can be counted. It doesn't necessarily have to be a hard dollar match.

Liz Long, KCDD - Erin had a question about the goals, and you're correct, Erin, that we need you to address at least one of our goals, but it can be multiple goals. And you can choose to ask If you have 2 separate projects that you want to use, you can make your request and submit that with both projects.

And I put an example of the funding kind of idea that if you have quite specific questions about what would count as soft match or not, we can have those discussions also.

Let's see, Doug has a question here. our group has awarded the grant for October 1st 2022 through September 30th 2023 but find out that we end up not being able to do our project in that year, but we would like to renew for the next fiscal year. Is that an option? and I believe that's Yes.

Craig Knutson, KCDD - Ideally, we would like to know as early as possible, so if you're applying now for an activity, that will take place, not in this Federal fiscal year, but in a next fiscal year, be sure to include that so that we know what year to incur the money for our Federal report.

Steve Gieber, KCDD - Yeah, and I'd just add that that isn't an automatic. You would need to request it, and then we would need to decide and we would reserve the right to, or we may decide not to allow that to go on to the next year.

Liz Long, KCDD - There was a question about where to find the goals and objectives, and I put the link in the chat and the slide presentation in this copy of this recording will be posted on our website, and the DCF, where the Grants information is held.

Rob's question about NAMI is looking at the advocacy piece and your question is; when you say that the grant won't fund direct service to clients, would that include advocacy training, such as our SMARTS program, which trains individual and contacting and meeting with their legislatures?

Steve Gieber, KCDD - Why don't we go ahead and put that on the list of questions to answer, and Liz you'll cover that too, cause we're gonna have questions for a little period of time and we're gonna get back with everyone and that way we can be very clear of our answers to that.

Liz Long, KCDD - Thank you.

Yeah, there is a still open period for written questions and so then we'll have a response time. I believe it's just 2 weeks out to get you the responses to that so watch the RFP site for the dates for certain, but those will come out to everybody.

And then Sandy has a question. If the organization has offices in multiple locations, do we need to write a grant for each location, or can we include all locations in one Grant request? And I would say that the answer is, you could include those in all one grant request.

Steve Gieber, KCDD – Yeah, and again remember that the grant is to impact people in the State of Kansas so if you're offices are in other parts of the nation we wouldn't fund something there, but it's other parts of Kansas, I don't think that would be an issue.

Liz Long, KCDD - Typically, how many awards are given each year?

Craig Knutson, KCDD - That just all depends upon the availability of funds. We have a set amount of funds that we have from the Federal government, and it's a competitive process so it varies from year to year.

Liz Long, KCDD - Dawn has a question around our program focuses on teaching financial literacy and other life skills to youth and families and underserved areas of our community. Would a camp be a direct service? I think I'd like to give that response in writing as well, so we can discuss that. Is that fair?

Any other questions. These are all really great questions. I appreciate that.

Erin asked. Can you please clarify the systems level change your seeking to implement? For example, policy changes, system changes within an organization, but what else?

Craig Knutson, KCDD - The short answer to your question. Erin is Yes. We are looking at policy changing, policy changes, as well as changes within organizations. You know we're looking to transform the system so that it better serves the needs of Kansans with intellectual and developmental disabilities and their families, and that could take any number of shapes.

Steve Gieber, KCDD - But perhaps what we could do, Craig, is give them the categories that we record in in our federal reports as far as the different levels of systems change. Would that be a little, communicating that in writing?

Craig Knutson, KCDD - Yeah, I think if we communicated that in writing, it would help. Yeah, we have. Maybe we can do that.

Liz Long, KCDD - Any other questions?

I believe they're allowing you to electronically submit that. DCF I'm sure would take a hand delivered application. I guess I should have looked at what they posted a little closer.

Craig Knutson, KCDD - And yes, if you do have additional questions after this. we do recommend that you submit them in writing. We cannot as staff cannot comment on the status of the RFP or any questions outside of, you know, designated times until the RFP closes, **Liz Long, KCDD** - And that's the DCF grants email that I gave you earlier is the requirement there. So.

The deadline for your written questions is June 1st, and then our response will be June 8th. I'm just gonna put that in the chat for the contact information.

Oh, hand delivered and electronic. Okay, Thank you.

Craig Knutson, KCDD - Yes, questions should be emailed to dcf.grants@ks.gov

Liz Long, KCDD - And sandy. Yes, new programs are welcome and encouraged.

And then expect that our responses on June 8th will be in writing as well, so everybody will get a copy of the responses to all the questions.

Any other questions,

We did not put in character limits, or page length requirements on your application, because we have projects that will be large multi-year, and we have projects that will be short, and you know a single year kind of thing, so it really depends on your project.

Anything else,

Well, we really are excited to see so many folks on and interested; let's see one more question rolled in.

Craig Knutson, KCDD – Yes, will it be able to use funding to cover staffing for projects. And as everything, it all depends on the proposal, I believe, under the budget there is a line item for you know, staff costs. Steve, maybe you can clarify that?

Steve Gieber, KCDD - Yeah, that would be an allowable expense.

Liz Long, KCDD - We really look forward to seeing all of the great and innovative ideas you guys ring to the table, and we'll enjoy collaborating with you all once we get through this process. So please send any other questions you have to that dcf.grants@ks.gov email and we'll respond June 8th and really excited to start reading your proposals everybody. Thank you.

Craig Knutson, KCDD - Thank you very much,