

**\*\* NOTICE OF FUNDS AVAILABLE \*\***  
**Call for Investments FFY 2015**  
**(October 1, 2014 – September 30, 2015)**

**Pre-Application Technical Assistance Meeting: May 28, 2014**  
**Deadline for Letters of Intent: June 11, 2014**  
**Deadline for Grant Application: July 2, 2014**

The West Virginia Developmental Disabilities Council is pleased to announce that it will make available up to \$ **50,000** (in total) to fund new projects aimed at improving opportunities for people with developmental disabilities to gain full participation and inclusion in their communities. The Council is an independent State agency established by Executive Order of the Governor in 1972, and is funded by the Federal Administration on Intellectual and Developmental Disabilities (AIDD).

**Council Mission**

*The Council's mission is to assure that West Virginia citizens who have developmental disabilities receive the services, supports, and other forms of assistance they need to exercise self-determination and achieve independence, productivity, integration and inclusion in their community.*

**Five Year State Plan**

This notice provides guidance in the development of innovative project ideas and activities for FFY 2015 based the Council's goals and priorities. Below are two particular areas with which the Council needs assistance. More specifics about each goal area are described in the Council's Five Year State Plan. (The Plan is available at <http://www.ddc.wv.gov/about/Pages/StatePlan.aspx>).

**1. Goal Area: Accessibility and Accountability in Public Services**

**Project: Portrait of State Services as Experienced by People with I/DD and their Families**

A study of the quality and extent of West Virginia's developmental disabilities services as reported and observed by people with I/DD and their families who use them. The inquiry must utilize known contemporary human service assessment tools or combination of tools for guidance (e.g. Supporting Social Roles [SSR], John O'Brien; Real Life Quality Standards Guidebook, Center for Self-Determination). The report must describe the impact of public services and supports on the individual's acquisition of valued social roles, good health (physical and well-being), and community membership.

The study will also explore key system performance benchmarks: timeliness and access to services, person-centered approaches and service delivery in the most integrated settings, quality, oversight and utilization of performance outcome measures and standards to monitor programs, health and safety assurances and rights protection. Study findings must include information about the lives of people with the most significant developmental disabilities.

## **2. Goal Area: Inclusive Education**

### **Project: Inclusive Education Related Teacher Preparation**

College focused training project to aid those who are preparing to be teachers learn skills to facilitate meaningful inclusion of students who have developmental disabilities in general education settings. The project must include planning strategies that support students with significant developmental disabilities who have diverse sensory and learning styles. The Council believes that children with developmental disabilities who are educated in inclusive settings can be supported to gain greater competencies. All the students form more meaningful and long-lasting friendships, are more aware of the needs of others, and have an increased understanding and acceptance of diversity.

Besides the many other advantages to all students in these situations, a previous project of the WV Developmental Disabilities Council showed that students without disabilities can actually perform higher academically in an inclusive learning environment. Success depends on several factors, but one, the preparation and positive mindsets of teachers is critical.

### **Project Purpose and Outcomes Expected**

West Virginia Developmental Disabilities Council projects are time limited and address the Council's goals for supporting people with developmental disabilities in their communities. Proposals for demonstration grant projects are expected to be innovative and propose new ways to design and deliver community based services.

Grant proposals should include strategies for statewide systems improvement and be replicable in other communities. Council funds are limited. **The Council will not fund proposals that address issues that are the obligation by law or regulation of other agencies or organizations. Additionally, the Council does not intend to replace funds that programs expect to lose from other sources.**

## **Non-Solicited Project Ideas**

**Organizations may also submit project ideas (and formal proposals) that are not specifically described in this Notice but support the Council's overall mission and State Plan goals.** The State Plan can be reviewed on the Council webpage at [www.ddc.wv.gov/about/Pages/StatePlan.aspx](http://www.ddc.wv.gov/about/Pages/StatePlan.aspx).

## **Eligible Organizations**

Public and private agencies, universities, and research organizations are eligible to apply. Organizations that receive grant awards from the Council must meet all conditions set forth in the West Virginia Department of Health and Human Resources Grant Agreement and comply with all applicable policies of the WV DD Council. Information about specific legal, fiscal, and administrative rules is available upon request.

## **Call for Investments Proposal Timeline and Process**

- 1. Pre-Application Technical Assistance Call-In Meeting:** *Participation at this technical assistance phone conference is optional.* Representatives of interested organizations may call into a technical assistance meeting with Council staff on **May 28th, 2014 beginning at 9:30 am until 11:00 am.** The purpose of the meeting is to provide applicant organizations clarifications regarding proposal development. **To participate in this meeting, call (866) 453-5550, then enter participant code 9755253#.** There is no pre-registration for this call. Notes from the meeting will be posted on the WV DD Council webpage. Frequently asked questions and answers from previous TA meetings are also posted on the web site.
- 2. Letter of Intent:** *The submission of the Letter of Intent is optional, and the lack of one will not reflect negatively on the evaluation of a complete proposal.* The Letter of Intent provides the applicant organization an opportunity to receive preliminary written feedback on the proposed project. Any interested and eligible organization may submit its project idea to address one or more funding targets listed in this Notice. The Letter of Intent (instructions attached) will include information about the organization's history in supporting people with developmental disabilities and qualifications to carry out the proposed project. **The Letter of Intent must be received no later than the end of the business June 11, 2014.**
- 3. Formal Project Proposal and Application:** The formal application for funding must be an original copy (no faxes), and **received** no later than the end of the business July 2, 2014. The proposal (not exceed six [6] pages) must include the project budget for one year, goals and objectives, methodology, time-table for activities, information about agency Board of Directors, evaluation plans, and organizational capacity to carry out the proposed project.

Successful proposals will have the potential for statewide applicability and include plans for sustainability of the project beyond the initial investment period (if appropriate).

4. **Awards and Notification:** The WV DD Council intends to approve funding for selected grant project applications on **July 22, 2014**. All applicant organizations will be notified in writing within five working days after the decisions are made. Grant awards are based on the availability of funds and response to this Notice, and the overall State Plan goals of the Council.

**Interested parties may obtain copies of the grant application and other related materials by downloading them from the website at: [www.ddc.wv.gov](http://www.ddc.wv.gov). Mail, email or fax Letters of Intent and Applications to:**

**WV Developmental Disabilities Council  
110 Stockton Street  
Charleston, West Virginia 25387**

**Note: Questions cannot be answered by Council staff after the Technical Assistance Call concerning prospective grant applications (except feedback to organizations in reaction to Letters of Intent). Address other questions to Jim Cremeans, Planner, at the DDC (304) 558-4184 or through email at [Jim.H.Cremeans@wv.gov](mailto:Jim.H.Cremeans@wv.gov).**

**WV Developmental Disabilities Council**  
**Format for Letter of Intent**

**\* OPTIONAL \***  
**FFY 2015**

**I. Purpose**

The **Letter of Intent** provides the potential applicant for grant funds an opportunity to outline a possible proposal and receive preliminary feedback on that idea.

**II. Content**

The **Letter of Intent** must be typewritten and not exceed **two pages** in length. The following outline is to be followed:

- A. Identification of the **issue** (e.g., self employment) for which the organization is interested in making an application.
- B. Description of the **goals and key objectives to be accomplished** in one year. Description of goals and objectives planned to be accomplished in subsequent years (one or two additional years) if they are necessary for the completion of this project.
- C. Identification of the **anticipated methods to be used** to carry out the project including collaboration with other community organizations. Description of how the results of the project will benefit people with developmental disabilities in achieving greater independence, inclusion, productivity and gain greater control over their own lives in their communities.
- D. Summary of the **anticipated budget** for the project for one year.

**Note: Feedback will be given only to those Letters of Intent received by June 11, 2014.**

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