

## **MINI-GRANT FUNDING OPPORTUNITY FOR INNOVATIVE IDEAS THAT HELP PEOPLE WITH DEVELOPMENTAL DISABILITIES**

The Utah Developmental Disabilities Council recognizes the need to look at how unique ideas, programs, and changes to our existing system can help people with intellectual / developmental disabilities.

We are announcing an opportunity to award three \$1,000.00 mini-grants during the Federal Fiscal Year (October 1, 2015 – September 30, 2016). These mini-grants are reimbursable, so the expenses must be incurred for reimbursement to take place.

The Council is interested in supporting new ideas related to the goals of our 5-Year Plan - post-secondary education, employment, community supports and leadership development. (For details of the Council's 2012-2016 5-Year Plan go to the Council's website: [www.utahddcouncil.org](http://www.utahddcouncil.org)).

The application deadline is April 1, 2016. Applications will specify how the funds will be used and outline specific outcomes relating to the relevant 5-Year Plan Goal. There is no formal outline for the application, but proposals must include: a scope of work, a purpose and have objectives that can be measured with a projected completion date no later than September 15, 2016. A final report will be required including the following: # of individuals, family members, and other people impacted/served; matching funds; and the final outcomes and any other interesting conclusions as a result of the mini-grant.

The only other condition that applies to this funding opportunity is that by law funds cannot be used for personnel services, respite care or equipment, and will have a disability community oriented focus. We are looking for fresh new ideas as opposed to continuation of existing programs. The total value of the proposal should be \$1,333.00 as the Council requires a 25 percent match of all funds so the \$1,000.00 makes up three-fourths of the total proposal. Matching funds can be made up of contributed funds, personnel time or other costs. These funds/soft match must be documented and must come from non-federal funding sources and must be submitted with your request for reimbursement. The Council has a format for documenting this information that will be provided upon award.

If more than one \$1,000 mini-grant application is submitted to the Council, only one mini-grant will be chosen by the Council per submitter.

Bring us your ideas so we can work together to help people with intellectual / developmental disabilities live full, independent and productive lives.

## **SELECTION OF MINI-GRANT AWARDS – CRITERIA / POLICY**

### **THE MINI-GRANT SELECTION COMMITTEE**

The Council's Executive Committee or other appointed selection committee will review individual grant applications and select award winners according to the selection criteria determined in this policy. There must be at least 3 people on the selection committee. Since the disability community is so small, and potential conflict of interest might be a possibility, the selection committee members will be determined after all mini-grant applications are submitted and deemed eligible. The selection committee will then be reviewed for potential conflicts of interest and anyone with a conflict will not be eligible to serve on the selection committee. Council staff will support the committee and will not have a vote.

### **MINI-GRANT SELECTION CRITERIA**

- \_\_\_\_\_ 10 points How well does the application support the Council's 5-Year Plan?
- \_\_\_\_\_ 10 points How well does the application explain the goals and outcomes?
- \_\_\_\_\_ 5 points Is the application a unique idea?
- \_\_\_\_\_ 5 points What impact will this money have on the disability community?

### **AWARD OF THE GRANT**

Once the committee selects a grant recipient, an award notice will be sent out with an outline final report prepared relevant specifically by Council staff relating to the activities and outcomes proposed in the grant application. The award letter will specify the time frame for completion and the required reporting information for reimbursement (this uniquely prepared report determined by the grant application outcomes that will translate into the relevant data that the Council reports to AIDD). Reimbursement and the final report must be submitted no later than September 15, 2016.