

Fiscal Year 2013 UCEDD Grant Applications Webinar

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Administration on Intellectual and Developmental Disabilities

Administration for Community Living

U.S. Department of Health and Human Services

January 28, 2013



ADMINISTRATION ON
INTELLECTUAL AND
DEVELOPMENTAL
DISABILITIES



Program Announcement

- Timeline:
 - Publication date: 1/14/2013
 - Application due date: **3/6/2013**
- Access announcement via www.grants.gov
 - Funding Opportunity Number: HHS-2013-ACL-AIDD-DD-0041
 - CFDA Number: 93.632
- Hard copies of the announcement will NOT be mailed out
- **Letters of intent are not necessary**

Type of Submission

- SF 424:
 - New application – NOT A CONTINUATION!!
 - Do not use your old grant number
 - Provide the Congressional Districts

Award Information

- Estimated Funding: \$ **9,418,000**
- Expected numbers of award: 17
- Award ceiling: \$ 554,000
- **The final award amount will be determined after final appropriation received**
- Requested funding amount should not exceed the award ceiling.
- AIDD cannot approve no cost extensions for the grant ending 6/30/2013.



Eligible Applicants

- University of Maine
- Louisiana State University
- University of Iowa
- University of Hawaii
- University of Vermont
- Children's Hospital Corporation
- University of Guam
- University of Nevada-Reno

Cont-

- University of Puerto Rico
- University of Connecticut
- Univ. of Alaska Anchorage
- University of Oregon
- University of Kentucky
- University of Minnesota
- University of Illinois
- Virginia Commonwealth University
- University of Tennessee

Cost of Sharing or Matching

- Grantees are required to meet a non-Federal share of **25% of the project cost, in accordance with Section 154(d) of the Developmental Disabilities Assistance and Bill of Rights Act of 2000**
- Some grantees may qualify for the **10% match in accordance with Section 154 of the DD Act.**
- Generally, other federal funds **cannot be used as match unless those funds are received as fees, payments, or reimbursement.**

Reduce Match

- *AIDD will continue using the Two-Tier Eligibility System for Reduced Match:*
- *Tier 1: UCEDDs in States where the poverty rate is equal to or greater than the official national poverty rate would automatically qualify for the reduced match. For FY 2011, the national poverty rate was 14.2*
- *Tier 2: UCEDDs in States with a poverty rate not equal to or greater than the official national poverty rate would have to submit official request to ADD to be considered for the 10% match. Please review the program announcement for required documentations.*

Indirect Cost

- **According to the HHS Grant Policy, the indirect cost rate for training grants is capped at 8%. The UCEDD can use the difference between the university approved rate and capped rate toward the 25% match required.**
- Please make sure to include your university agreement as part of your application if you are planning on using this difference as match.

Application and submission information

- Application materials can be obtained from:
<http://www.grants.gov>
- ACL is requiring applications to be submitted electronically through the Grants.Gov

Content and Form of Application Submission

Application Package Components	Page limitation
Required Standard Forms (SFs) and/ or OMB- approved Forms	No page Limitation
Required Certifications and Assurances	No page limitations
Project summary/Abstract	One page limitation, single-spaced, 10 point font
Project description	60 double –spaced, 12 point font. The project description does not include abstract, table of contents, appendix, budget or the standard forms.
Budget and budget justification	Submit 5 year budget with line-item detail with justification narrative- no page limitations (error in page 17)
Proof of legal status/ non profit	No page limitations



Project description

1. Objectives and Need for Assistance (15 pts)
2. Approach (40 pts)
3. Evaluation (15 pts)
4. Organizational Capacity (20 pts)
5. Budget and Budget Justification (10 pts)



Focus of the application

- Important to describe the UCEDD
- View the 5-year application as the UCEDD's strategic plan
- Consider the audience

Objectives and Need for Assistance

- Provide a portrait of the state
- Overview of the needs assessment and planning process
- Describe the engagement of the individual with DD/ID and family members
- Coordination with DDC, P&A, and other UCEDD in the State
- Show direct relationship between the needs identified and goal-related activities in the 5 year plan.

Approach

- Describe how your five-Year Plan is meeting the purpose of the DD Act
- Your plan should outline a projected measurable and attainable goals for one or more area(s) of emphasis for each core function
- Describe how the UCEDD will carry out the Interdisciplinary Pre-service Preparation and Continuing Education core function as a formal training program

Cont-

- Describe how the Interdisciplinary Pre-service training program utilizes an interdisciplinary approach to teaching and learning
- Describe active and meaningful roles of IDD and families in the Interdisciplinary Pre-service Preparation and continuing Education formal training program
- Demonstrate how the UCEDD will promote recruitment efforts that increase the diversity of professionals working with IDD and their families

Cont-

- Under Community Services core function:
- Describe how the UCEDD will provide training, technical assistance and/ or demonstration, and model activities of services, supports, and assistance for ID/DD, families, professionals, paraprofessionals, policy makers, students and others

Cont-

- Describe how the community Services offer innovative designs and methods that promote the inclusion and integration of ID/DD and families in all aspects of community life
- Describe community services strategies that will promote increase and meaningful opportunities for ID/DD from racial and ethnic minorities backgrounds to access and use community services
....

Cont-

- Describe a research program which may include basic or applied research, evaluation, and the analysis of public policy in areas that affect people with ID/DD and their families
- Describe how people with I/DD and their families, including those from culturally and linguistically diverse backgrounds, will be active participants in the designing and implementation of the UCEDD research agenda

Cont-

- Describe an Information Dissemination plan that includes strategies for translating research into practice and the ability of the UCEDD Network to serve as a national and international resource
- Describe how information is developed and disseminated using principle of universal design
- Describe the involvement of individuals with ID/DD and families, including those from culturally and linguistically diverse backgrounds, in the development of products and resources that are disseminated

Cont-

- Describe how the UCEDD will maintain a CAC:
 - ✓ majority of CAC members shall be IDD and family members
 - ✓ CAC members should represent the demographic and geographic of the state
 - ✓ Should include members of the DD Network, self advocacy organizations, and other representative from the DD service agencies
- Describe the meaningful role of the CAC in the development of the 5 year plan

Cont-

- Identify what role UCEDD plays in coordinating activities with DD Network partners (DDC & P&A) and other UCEDDs
- Describe how UCEDD plan complements and furthers the DDC 5 year plan, P&A Statement of Goals and Priorities and the 5 year plan for the other UCEDDs in the state.

Cont-

- Describe how the infrastructure and resources obtained through funds made available under the grant will be utilized to leverage additional public and private funds
- Describe how the UCEDD will educate and disseminate information related to the purpose of the DD Act of 2000 to the legislature of the state

Evaluation

- Describe the UCEDD evaluation methodology. The methodology should include use of quantitative and qualitative techniques
- Describe how UCEDD will use logic model for evaluating the extent to which the goals for the UCEDD have been achieved
- Describe how the CAC will annually review the plan and their inputs will be utilize
- Describe what method will be used to identify emerging trends and needs

Organization Capacity

- Describe the organizational structure of the UCEDD, including an organizational chart and a conceptual overview of the program framework
- Describe how UCEDD is an interdisciplinary education, research, and public service unit of university or public or non-profit entity associated with university that engages in 4 core functions
- Documentation of the establishment and independence of the UCEDD

Cont-

- Describe the qualifications of the UCEDD director
- Describe the qualifications of the faculty and staff assigned to the UCEDD grant
- The application should also explain what affirmative action UCEDD will take to employ qualified individuals with developmental disabilities and individuals from culturally and linguistically diverse backgrounds

Cont-

- Explain how the UCEDD will maintain the faculty and staff necessary to support the functions and purpose of the UCEDD and allocate adequate staff time to carry out activities related to the UCEDD plan

Budget

- The core award \$554,000 (Estimate)
- Detail 5 year budget instead of one year budget
- Must include funds to pay for travel expenses to attend AIDD-sponsored Project Director's meeting in Washington, DC.
- May include funds to pay for the following:
 - travel of data coordinators to attend an annual training on NIRS
 - Activities of the CAC
- All other costs must be related to the implementation of the four core functions and the operation or administration of the Center

Cont-

- Narrative will be a separate document – not part of the project description
- Must provide detailed narrative that supports the 5-year plan
- Must show calculations for arriving at categorical costs



Application Review Process

- Follow requirements in Section 154(c) of the DD Act
 - Peer Review
 - Supplemental Review
 - Recommendation for Funding

Award Administration Information

- After the completing of the review process award notices will be issued no later than 6/30/2013
- Final 5 year progress report is due by 9/30/2013

Questions



Administration on Intellectual and Developmental Disabilities

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