

# **Attachment 6**

# Event Stipends Grants

## Request for Proposals

**Note:** In order to apply for Event Stipends grants, organizations must read and agree to the [TCDD Assurances](#).

### Event Stipends

The Texas Council for Developmental Disabilities has funds available for **event** stipends grants. Funds for this grant are made available to the Texas Council for Developmental Disabilities by the Administration on Developmental Disabilities.

### DD Council Intent

**Event Stipend stipends** funds are provided to Texas organizations to enable individuals with developmental disabilities and their family members to attend established in-state professional or informational conferences, workshops, **seminars**, or legislative advocacy skills training events. The intent of this RFP is to promote participant direction and involvement in activities that enhance independence, productivity and community inclusion of people with developmental disabilities. **Event Stipend stipends** support is limited to Texas residents who are not eligible for conference, workshop, or training reimbursement from other organizations of which they are an employee or member.

Individuals are not eligible for these grants.

### Project Components

Applications for **event stipends grants** funding must be received by TCDD at least 90 days in advance of the starting date of the ~~meeting~~, conference, workshop, **seminar**, or legislative advocacy skills training event. **If the application requests funding for stipends for a series of legislative skills training events, the application must be received by TCDD at least 90 days in advance of the first event.** The request must:

- demonstrate that the ~~meeting~~, conference, workshop, **seminar**, or legislative advocacy skills training event has educational and/or advocacy objectives related to developmental disabilities issues;
- outline how the stipends will be used consistent with the mission, philosophical principles, goals, and/or objectives of the Council;
- provide assurance that funds will be used only to support the participation of persons who have disabilities that also meet the federal definition of a developmental disability (and their family members) and who have no other organizational or agency source of funding to attend the ~~meeting~~, conference, workshop, **seminar**, or legislative advocacy skills training event;
- provide assurance that a priority will be given to individuals who have not previously received TCDD stipends support; and
- describe the potential recipients of the stipends.

## Limitations

It is **not** the intent of the Council that these funds be used for weekend retreats, summer family camps or similar recreation activities.

- **Event stipends grant applications** Applications will be considered only for in-state conferences, workshops, **seminars**, and legislative advocacy skills training events and will not be considered for organizational board meetings.
- **Event stipends** Stipends funds are intended to enable additional Texas residents **that have not previously received TCDD stipend support** to attend a ~~meeting~~, conference, workshop, **seminar**, or legislative advocacy skills training event that would occur without DD funds for stipends. Therefore priority will be given to support individuals who are attending an event with TCDD stipends support for the first time. Stipends funds are not intended to fund the ~~meeting~~, conference, workshop, **seminar**, or legislative advocacy skills training event. DD funds are only available for up to 49% of the cost of the event.
- The organization applying for funding to provide stipends must be a sponsoring organization of the conference ~~meeting~~, workshop, **seminar**, or legislative advocacy skills training event.
- TCDD funds can only be used for direct costs relating to transportation, meals, lodging, registration, personal assistance services and respite for individuals with developmental disabilities (and their family members). Transportation and meals are allowable at state designated rates. Meals are only allowable for stipend recipients participating in events of such duration that limits one's access to meals and typically require out-of-town travel and/or an overnight stay. In allowing TCDD funds to be used to cover transportation and meals, it is the intent that participation by first time participants would increase.
- Match (cost sharing) expenses are those direct costs relating to lodging, registration, meals, transportation, and personal assistance services for recipients and respite for individuals with developmental disabilities attending the sponsored event.
- No more than one **event stipends** grant will be awarded to any one organization annually during the period June 1 – May 31 with the following exceptions:
  - a. TCDD may consider more than one application annually for **an event** stipends grant when the event is a national conference hosted by the state affiliate in Texas, and
  - b. TCDD will consider an additional application for **an event** stipends grant annually from the same organization if the second request is related to a legislative advocacy skills training event.
- Documentation and receipts will be required for all expenditures.
- Verification of developmental disabilities will be required for all stipend recipients.

## Products

- Program report summarizing the results and benefits of the activity.

## Terms

- Organizations that receive funds will be responsible for complying with all rules and procedures of the Texas Council for Developmental Disabilities.
- Obligations must be liquidated within 30 days of the ~~meeting~~, conference, workshop, **seminar**, or legislative advocacy skills training.

- A minimum of 10% matching funds as a share of direct costs are required.
- Funds are limited to one \$6,000 **event stipends** grant per organization, per year, for one in-state conference ~~meeting~~, **seminar**, or workshop. TCDD may consider an application for a second \$3,000 **event stipends** grant during the same year for a legislative advocacy skills training event only; however, first priority will be given to requests from organizations who have not received **an event stipends grant** during that annual period.
- **In either of the above situations, an organization may also request event stipends funds for a series of legislative advocacy training events that are coordinated over a 4-5 month period. In such situations, the limitations on funding amounts noted in the preceding paragraph apply.**
- Exception for co-sponsored events:  
If two or more organizations jointly sponsor a single event, each organization is eligible for an **event stipends** grant award for that event if they have not received an **event stipends** grant during that annual period. No one organization may receive more than \$6,000 for a jointly sponsored event. If multiple applications are submitted for the same event by co-sponsoring organizations, funds are limited to not more than \$15,000 for *all* **event stipends** grants awarded for that event. Co-sponsoring organizations that have received an **event stipends** grant during the same year may apply for a \$3,000 **event stipends** grant if, and only if, the event is a legislative advocacy skills training event. If one or more co-sponsoring organizations requesting event stipends is only eligible for a \$3,000 **event stipends** grant, funds are limited to not more than \$7,500 for *all* stipends awarded for the event.

## Application and Submission Process

- To obtain the required stipend information, **please review** the **TCDD Assurances and check the "accept" box in in agreement to indicate an intent to comply with the** ~~must be read and the applicant agrees to certify compliance with~~ stated requirements. **The complete application can then be downloaded.**
- ~~If the applicant agrees with the requirements, highlight the "accept" box and proceed to download and complete the application.~~
- **Submit one** ~~Two~~ hard **copy** ~~copies~~, one with the original signatures, ~~should be submitted.~~ Proposals may be delivered by hand or mailed to TCDD's physical office at 6201 East Oltorf, Suite 600, Austin, Texas, 78741-7509. **Direct** Proposals ~~should be directed~~ to the attention of (name). Faxed proposals cannot be accepted.
- **Also, submit one** ~~TCDD also requests that applicants send an~~ electronic copy at the same time the hard copies are submitted. Electronic copies should be addressed to [name.name@tcdd.state.tx.us](mailto:name.name@tcdd.state.tx.us).

## Exceptions

- TCDD reserves the right to waive limitations on this RFP on an individual or case-by-case basis based on the merits of the proposal submitted.

*Revised May 2011*

**Proposed Revisions - July 2012**

**COMMITTEE OF THE WHOLE  
DRAFT MINUTES  
July 26, 2012**

**COUNCIL MEMBERS PRESENT**

|                     |                            |                      |
|---------------------|----------------------------|----------------------|
| Mary Durham, Chair  | Kathy Griffis-Bailey, DSHS | Amy Sharp, A&M CDD   |
| Hunter Adkins       | Cindy Johnston             | Tricia Stinson, DARS |
| Kristine Clark      | Scott McAvoy               | Cindy Swain, TEA     |
| Gladys Cortez       | Katherine McCormick, DADS  | David Taylor         |
| Kristen Cox         | John Morris                | Lora Taylor          |
| Mateo Delgado       | Dana Perry                 | Richard Tisch        |
| Kevin Estes, HHSC   | Joe Rivas                  | Susan Vardell        |
| Mary Faithfull, DRT | Penny Seay, UT CDS         |                      |

**COUNCIL MEMBERS ABSENT**

|                        |             |
|------------------------|-------------|
| Kimberly Blackmon      | Andrew Crim |
| Brenda Coleman-Beattie | Diana Kern  |

**STAFF MEMBERS PRESENT**

|                                   |                |             |
|-----------------------------------|----------------|-------------|
| Roger Webb,<br>Executive Director | Sonya Hosey    | Koren Vogel |
| Belinda Carlton                   | Melissa Loe    | Lucy Walker |
| Joanna Cordry                     | Jessica Ramos  |             |
|                                   | Melissa Rosser |             |

**GUESTS PRESENT**

|                     |                |                |
|---------------------|----------------|----------------|
| Chris Adams, DADS   | Sarah Dodd     | Anna Phillips  |
| Patty Anderson, DRT | Maria Granados | Ilene Robinson |
| Chynna Burwell      | Stacy Mayfield | Jason Sabo     |
| Lillian Davis       | Val Meixner    | Thelma Scott   |

**CALL TO ORDER**

The Committee of the Whole of the Texas Council for Developmental Disabilities convened on Thursday, July 26, 2012, in the Ballroom B of the Renaissance Hotel - Austin, 9721 Arboretum Blvd, Austin, TX 78759. Council Chair Mary Durham called the meeting to order at 9:10 AM.

**1. INTRODUCTIONS**

Council members, staff and guests were introduced.

**2. PUBLIC COMMENTS**

Public Comments were provided by Ilene Robinson asking members to visit day habilitation workshops and by Thelma Scott and Lillian Davis on behalf of the Barbara Jordan Endeavors Corporation.

**3. PRESENTATION – STATE SUPPORTED LIVING CENTERS STATUS REPORT**

Chris Adams, Assistant Commissioner for State Supported Living Centers, Department of Aging and Disability Services, provided an update on activities to comply with requirements of the Settlement

Agreement between the Department of Justice and the State. Adams indicated that DOJ monitoring teams are now completing the fifth round of monitoring reviews at each SSLC. He also noted that it is highly unusual for DOJ to monitor all institutions in a state at the same time, and is the first time that DOJ has used multiple monitoring teams. That creates some problems regarding consistent expectations for complying with the terms of the Settlement Agreement across all three teams. Adams also indicated that substantial compliance for most conditions was set at a high bar by DOJ in the Agreement. Adams indicated that DADS believes most facilities are making notable progress towards compliance but many concerns still remain. DADS had expected to be further along in meeting the compliance expectations in the Agreement by this point and is continuing to actively address these issues.

The census in the 13 SSLC facilities continues to decrease by an average of 17 individuals each month. And of the 106 admissions this year, 85 percent were admitted via the forensic commitment process. Of those individuals who have transitioned to community programs, only three returned to a SSLC in 2011 and four in 2012. DADS has initiated efforts to increase the number of individuals transitioning from Austin SSLC to community programs due to significant infrastructure issues with that facility. DADS is reviewing a proposal from the Texas Council of Community Centers for local authorities to be actively involved in the transition process beginning with the “community living options information process” (CLOIP) and building a relationship with each individual interested in transitioning that continues through and after placement in the community. DADS anticipates 5-6 individuals will transfer to community residences each month when the pilot begins in September. DADS also has hired an attorney to educate judges about alternatives to SSLC commitment.

**4. PRESENTATION – REGION 17 EDUCATION SERVICE CENTER – POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS PROJECTS**

Val Meixner and Anna Phillips of the Region 17 Education Service Center, and Dr. Sara Dodd, Director of the Texas Tech University Center for Prevention and Resiliency, provided an overview of two Positive Behavioral Interventions and Supports (PBIS) grant projects: Head Start and Impacting Disproportionality. Ms. Phillips discussed the Head Start project, which focuses on pre-school and early childhood settings, followed by Ms. Meixner who discussed the Impacting Disproportionality project which addresses the over-representation of children with disabilities who are also ethnic minorities in disciplinary referrals. Each presentation featured an overview demonstrating need, background research, program implementation model, outcomes, data, and anecdotal evidence of success. Dr. Dodd, who has lead two special projects at PBIS-ID districts showed a video demonstrating the project at a middle school. Council Members expressed appreciation for the work of both projects.

**5. PRESENTATION – PUBLIC POLICY ADVOCACY STRATEGIES**

Public Policy Director Jessica Ramos introduced Jason Sabo, Frontera Strategy, to talk about the budget issues likely facing the next Texas Legislature and public policy advocacy strategies that might be helpful for TCDD. Sabo indicated that 50 members of the Texas House of Representatives will be in their first or second term when the 83<sup>rd</sup> Legislature convenes in January 2013. And, less than 10% of the Legislature is from areas west of I-35. The majority of legislators are from heavily populated urban areas. Sabo suggests these factors are important when considering public policy advocacy strategies.

Sabo reviewed the budget deficit faced by the last Legislature and the decisions about how to address those issues in the current two-year budget. The appropriations bill passed by the Legislature, and signed by Governor Perry, included only 18 months of funding for the state's Medicaid program, and did not fully fund expected caseload growth for Medicaid entitlement programs. The Legislature also changed funding formulas for public education to reduce per student funding, and did not fully fund student enrollment growth. Most other budget functions also saw sizable reductions in funding. And the Legislature chose to not use "Rainy Day" funds to offset those reductions. Sabo indicated that the 83<sup>rd</sup> Legislature will face similar pressures to not increase taxes and to not use Rainy Day funds for ongoing services. At the same time, the state's business tax continues to generate less revenue than anticipated and the state's population continues to grow rapidly which results in more students enrolled in schools, and continued growth in enrollment in entitlement programs such as Medicaid. The good news is that revenues are increasing more rapidly than projected which should create some additional funds that the Legislature could use to fund the projected shortfalls in the current two year budget.

Sabo next discussed various ways Council members can provide input on key public policy issues facing individuals with disabilities. Social media (Facebook, Twitter, etc.) is increasingly becoming an effective tool for communicating with legislators. Members expressed enthusiasm for Sabo's presentation and encouraged Sabo to return for continued discussion at future meetings.

**ADJOURN**

Council Chair Durham adjourned the Committee of the Whole at 1:45 PM.

\_\_\_\_\_  
Roger A. Webb  
Secretary to the Council

\_\_\_\_\_  
Date