

Background:

Executive Summaries for five (5) current grant projects that are eligible for continuation funding are enclosed for consideration by the Committee (Items A-E). Grants monitoring strategies are noted under staff recommendations which follow the grants risk assessment report. Note that grantee organizations’ names below are “hyperlinks” to summary information about each project on the TCDD website.

- A. A Circle of Ten, Inc. – Capacity Building Training Contract – Year 3
- B. Department of Assistive and Rehabilitative Services Project HIRE (Higher Education)
- C. Texas Tech University (Higher Education)
- D. TX State Living Independent Living Council (Leadership Development and Advocacy Skills Training)
- E. West Center Texas Regional Foundation (Faith-based Symposium)
- F. Texas Tech University (Building Community Capacity Strategic Plan)

An executive summary for the 3rd year contract with A Circle of Ten, Inc. is included. A Circle of Ten has provided training to certain TCDD grantees to build capacity and sustainability of their projects. A Circle of Ten proposes to continue those efforts in year three and to also coordinate a Funders Forum in Houston. These additional activities would require approval of an increased funding level for this third year. If the Committee approves the expanded range of activities, the Council will be asked to approve the increased funding for the 3rd year of this training effort.

An executive summary for one (1) the Building Community Capacity project (BC3) is also enclosed for consideration (Item F). BC3 grantees are eligible to submit at the completion of **Phase 1** a strategic plan describing the network’s targeted issue(s) and planned approach. Each network has an opportunity to request up to \$150,000 per year, for up to five years, for **Phase 2** to implement their strategic plan to collaborate and to increase a community’s capacity to provide community-based services that will decrease the need for individuals who have disabilities to be served in an institution. In the application for funding for **Phase 2**, the network must include information from the community assessment to support their strategic plan. The proposed plan must address:

- How the plan relates to Goal 5 of the TCDD FY 2012-2016 State Plan;
- How the change achieved through the plan will either be sustained beyond the funding period or will result in permanent systems change;
- How specific public policy implications will be identified, and if they will be addressed, the strategy to be used; and
- How people with developmental disabilities and people who are members of groups who are identified as being underserved or unserved will be involved in meaningful ways in the implementation of the plan.

Grants Risk Assessment Report – The Grants Risk Assessment Report enclosed summarizes the risk assessment matrix for consideration of grant awards.

Important Terms:

Continuation Grant Awards: For each grant project funded by TCDD, the number of years of funding available (usually 3 to 5 years) is approved by the Council, but projects must reapply for funding each year.

<p><u>Executive Committee</u></p> <p><u>Agenda Item 10.</u></p>	<p><u>Expected Action:</u> The Executive Committee will review the information provided and consider approving funding for each continuation award.</p>
<p><u>Council</u></p> <p><u>Agenda Item 12. B.</u></p>	<p><u>Expected Action:</u> The Council will receive a report on Executive Committee decisions and may be asked to consider approving increased funding for the project.</p>

Texas Council for Developmental Disabilities

Executive Committee

Review of Proposed Activities & Budget

Date: 10/23/13

ITEM: A

Grantee: A Circle of Ten, Inc. (C10)

Year: 3 of 3

Project Title: Increasing Capacity in the Existing Development and Advocacy Skills Training Project

Project Location: Austin, Houston, Dallas &/or San Antonio

TCDD RFP Intent:

TCDD initially posted an RFP for activities to train and assist TCDD grantees that provide leadership development and advocacy skills training to successfully obtain funding or other resources that increase the ability of those training activities to be sustained when grant support from TCDD terminates. The Contractor will provide training and assistance to 10-17 grants within Houston, Dallas, and Austin. TCDD approved funding up to \$25,000 to provide training to increase the capacity expecting to review after year one for possible continuation. TCDD later approved up to 2 additional years; the second award period will end December 2013.

TCDD is seeking this grantee to continue contract and to incorporate some activities beyond the current contract in the building community capacity contract. Additional activities include training additional TCDD grantees; and coordinating a Funder's Forum & conference that includes public policy issues and advocacy opportunities (pre-session); an opportunity to provide input into state plan objectives & activities; and a meeting of the Texas Funders Roundtable. Council approval is requested for an increased amount to include these additional activities in addition to continuing activities from the current contract.

Current Authorized Funding: TCDD has approved up to \$25,000 for up to three years.

Expected Outcomes: Funding leveraged to assist sustainability efforts of various TCDD grant projects; evidence of projects sustained with various types of funding and resources past TCDD grant funds; C10 will identify specific outcomes/accomplishments for each of 10-17 TCDD grantees; and C10 will provide information about grantees that need additional support to sustain their programs.

Project Goals and Accomplishments for Year(s)1 - 2:

Goal: To build the capacity of 10-17 TCDD grantees in three locations (Austin, Houston, Dallas &/or San Antonio) through leadership training and support to 20-34 staff &/or family members of people with developmental disabilities to leverage TCDD funding and sustain programs with various types of funding and resources past TCDD grants.

Accomplishments per goal: Year One: Worked with 16 of 17 TCDD leadership and advocacy grantees to offer three 3-day seminars on grant writing and incorporating collaborative grant ideas. Had thirty-seven (37) participants in capacity building training, capacity building surveys, and phone interviews. Identified statewide and regional grant resources; and involved additional partners to gain State, Federal and private funding to leverage funds. The Meadows Foundation funded Circle of Ten and the City of Houston Parks & Recreation finalized a Memorandum of Understanding to include TCDD grantees and non-TCDD agencies in their services and grants with an option to host the Funders' Forum. The funding and memorandum brings together 10 partners to address veterans, people with disabilities, and at-risk youth.

Year Two: Offered 7 TCDD grantees: 1) Six 3-day seminars with 30 representatives; 2) 3-day seminar incorporating collaborative grant ideas; and 3) submitted eight new grants that included existing/potential TCDD grantees and complimentary agencies and identified finalization of program and budget development for at least one large collaborative effort. As a result, partners received two awards for TCDDs BC3 Expanding Community Collaborative Capacity grants; TCDD stipend award for DiversAbility Event; and submitted grant proposals to Houston Endowment, US Department of Agriculture Rural Utility Services, Kresge Foundation, and the US Department of Housing & Urban Development for Asian Housing Initiative in Harris & Ft. Bend Counties.

Texas Council for Developmental Disabilities

Proposed Goals and Objectives for Year 3:

Goal: Build the capacity of the 5-10 TCDD select grantees from Years One/Two and an additional *10-15 TCDD grantee agencies in existing/new networks; and host Funders Forum & Conference. *New TCDD grantees identified by TCDD.

Objectives: 1) Provide a 3-day Process of Collaboration Seminar on Linking Leadership, Grassroots Community Organizing, Innovative Program Development, Grant Research, and Grant Writing; 2) Part II – The Next Step, incorporates real grant ideas into the curriculum; 3) Guided Alliance will guide from concept through next steps of finalization of program development, budget development and completion/submission of grant application (s) for at least one collaborative effort; and 4) Present the 10th Annual Funder’s Forum & Conference to 75-100 staff and/or family members of people with developmental disabilities to leverage funding and sustain programs with various resources past TCDD grants.

Council Considerations: No staff concerns, match not required per contract; If recommended favorably by the Executive Committee, the Council will be asked to consider funding to continue contract and additional \$25,000 to incorporate additional activities for final year of contract. Staff included 2-separate budgets to include the current capacity building contract and additional budget to include the Funders Forum and Conference Event.

Continuation Budget Detail Summary			
	Federal	Match	Totals
Amount expended in year 1 (no consultants)	\$25,000/\$25,000	\$0/\$0	\$25,000
Amount expended in year 2	\$25,000/\$15,947	\$0/\$0	\$15,947
Amount requested for year 3 contract:			
I. Personnel Services	22,559	10,098	32,657
II. Travel	1690	0	1690
III. Purchased Services	550	500	1050
IV. Property/Materials	200	0	200
V. Rental/Leasing	0	1,500	1,500
VI. Utilities	0	0	0
VII. Other	0	0	0
Budget period totals	\$24,999	12,098	37,097
Amount requested for Funders Forum/Conference			
I. Personnel Services	21,048	10,098	31,146
II. Travel	2520	0	2520
III. Purchased Services	550	0	550
IV. Property/Materials	522	0	522
V. Rental/Leasing	0	7500	7500
VI. Utilities	360	0	360
VII. Other	0	0	0
Budget period totals	\$25,000	\$17,598	\$42,598

**Texas Council for Developmental Disabilities`
Executive Committee**

Date: 10/23/2013

Review of Proposed Activities & Budget

ITEM: B

Grantee: Department of Assistive & Rehabilitative Services (DARS)

Year: 3 of 5

Project Title: Higher Education for People with Developmental Disabilities (Project HIRE)

Project Location: Hidalgo County

Website: <http://drsprojecthire.com>

TCDD RFP Intent:

The project intent is to develop, demonstrate, and evaluate more inclusive models of post-secondary education through which students with severe disabilities receive the supports they need to succeed in college, university, and/or or vocational/technical programs that were originally designed for students with disabilities.

Authorized Funding: TCDD has approved up to \$225,000 for up to five years.

Expected Results: Project HIRE, by grant year five, will graduate or certify at least ten (10) individuals with developmental disabilities from South Texas College (STC).

Project Goals and Accomplishments for Years 1-2:

Goal: Select 18 individuals with developmental disabilities for the project and provide initial college and vocational readiness trainings, job shadowing opportunities, and wrap-around services for academic success

Accomplishments per goal:

Contracts were developed between DARS and the University of Texas-Pan American (UTPA), STC, Dr. Paul Wehman, Access Granted, and Dr. Lynn Fischer, who, with the project advisory committee (PAC), conducted program design and planning meetings. Participant applications were developed and orientations were conducted at STC in English, Spanish, and American Sign Language. Individual meetings with potential participants and their families took place. PAC members developed an applicant scoring mechanism and counselors prepared packets for the interview team, which met with each applicant along with parents and school personnel. Assistive Technology (AT) Evaluations were completed for each of a total of 27 participants. All completed the summer training and began classes at STC. A total of 12 long-term business mentors have been secured. The project has presented at hearings, conferences, and has garnered considerable publicity. There are currently 23 actively enrolled participants, 13 with business mentors and it is expected that 2 participants from the first cohort will graduate spring 2014.

Proposed Goals and Objectives for Year 3:

Goal: Select a minimum of 10 additional individuals with developmental disabilities for Cohort 3.

Objectives: Continue to work with project partners to provide assistive technology and business mentors; Continue the post-secondary programs.

Staff Recommendations:

Public Policy Considerations: This project has elevated disability policy issues in their community, improving educational opportunities and access to accommodations beyond expectations. Other higher education institutions would benefit from learning about their experiences. The "money follows the person" approach to providing supported higher education is as innovative as it is exciting.

Grant Management Considerations: No concerns; high risk monitoring (awards within award).TCDD staff frequently participate in trainings and annual onsite reviews.

Staff Recommendation: TCDD staff recommends continued funding for this project.

Continuation Budget Detail Summary

	Federal	Match	Totals
Expended Year 1	\$225,000 / \$225,000	\$31,425 / \$32,093	\$256,425 / \$257,093
Expended Year 2 (6 months) (Consultant:\$81,326)	\$225,000 / \$89,458	\$15,060 / \$4,270	\$240,060 / \$93,728
Amount requested for Year 3 budget:			
I. Personnel Services	0	0	0
II. Travel	0	0	0
III. Purchased Services (\$196,812 consultants)	200,700	14,760	215,460
IV. Property/Materials	3,845	0	3,845
V. Rental/Leasing	0	300	300
VI. Utilities	0	0	0
VII. Other (Indirect Costs)	20,455	0	20,455
Budget period totals	\$225,000	\$15,060	\$240,060

**Texas Council for Developmental Disabilities`
Executive Committee**

Date: 10/23/2013

Review of Proposed Activities & Budget

ITEM: C

Grantee: Texas Tech University

Year: 3 of 5

Project Title: Higher Education for People with Developmental Disabilities (Project CASE)

Project Location: Statewide

Website: none

TCDD RFP Intent:

The project intent is to develop, demonstrate, and evaluate more inclusive models of post-secondary education through which students with severe disabilities receive the supports they need to succeed in college, university, and/or or vocational/technical programs that were originally designed for students with disabilities.

Authorized Funding: TCDD has approved up to \$225,000 for up to five years.

Expected Results: Project CASE will create a replicable, sustainable higher education model that will build a collaborative partnership with the Burkhart Center, TX Tech University, South Plains College, the Byron Martin Advanced Technology Center, DARS, and the business community to identify, recruit, and retain individuals with developmental disabilities across Texas, ages 18-25, who are seeking to further their education beyond high school and securing meaningful paid employment in their field of choice.

Project Goals and Accomplishments for Years 1-2:

Goal: Select 18 individuals with developmental disabilities for the project and provide initial college and vocational readiness trainings, job shadowing opportunities, and wrap-around services for academic success

Accomplishments per goal:

A totally of 23 participants have been enrolled in Project CASE. Of those, 2 have graduated and one has transferred to the Sul Ross Gaming Program in Alpine, TX. The remaining participants are expected to complete their programs between 2014-2017 and 1 will have completed a Master's Degree in Architecture. Several business mentors have been secured. Most students request to do their internships in the summer due to heavy study and tutoring schedules, but 4 students have found full- or part-time employment in their field of choice.

Proposed Goals and Objectives for Year 3:

Goal: Select a minimum of 10 additional individuals with developmental disabilities for Cohort 3.

Objectives: Maintain a caseload of 10 Project CASE participants per Learning Specialist.

Staff Recommendations:

Public Policy Considerations: This grantee is encouraged to leverage the project's positive outcomes to enhance local community awareness of and support for sustainability and expansion.

Grant Management Considerations: No concerns; high risk monitoring due to award amount. TCDD staff will conduct annual onsite reviews.

Staff Recommendation: TCDD staff recommends continued funding for this project

Continuation Budget Detail Summary			
	Federal	Match	Totals
Expended Year 1	\$209,384/\$209,054	\$79,725/\$98,256	\$289,109/\$307,310
Expended Year 2 (9 months) (Consultant:\$13,686)	\$217,079/\$117,638	\$72,377/\$45,874	\$289,456/\$163,512
Amount requested for Year 3 budget:			
I. Personnel services	190,144	0	190,144
II. Travel	11,107	0	11,107
III. Purchased Services (\$13,788 sub awards)	16,838	0	16,838
IV. Property/Materials	2,000	0	2,000
V. Rental/Leasing	0	0	0
VI. Utilities	0	0	0
VII. Other (Indirect Costs)	0	73,363	20,455
Budget period totals	\$220,089	\$73,363	\$293,452

**Texas Council for Developmental Disabilities`
Executive Committee**

Date: 10/23/2013

Review of Proposed Activities & Budget

ITEM: D

Grantee: Texas Statewide Independent Living Council (TX SILC)

Year: 3 of 3

Project Title: New Leadership Development and Advocacy Skills Training

Project Location: Statewide

TCDD RFP Intent:

The intent of the new Leadership Development and Advocacy Skills Training Projects RFP is to create programs that provide leadership development and advocacy skills training for people with developmental disabilities, their families, and their allies.

Authorized Funding: TCDD has approved up to \$75,000 for up to 3 years.

Project Goals and Accomplishments for Years 1-2:

Goal: Provide a comprehensive Statewide Independent Living Conference targeting consumers, family members, service providers, rehabilitation counselors, and other stakeholders in the disability community for the purpose of networking, information sharing, and advocacy training.

Accomplishments per goal:

The project specialist conducted extensive planning activities prior to the conference, collected registrations and stipend applications, sought new and previous conference sponsors, and promoted the conference via e-mail blasts and weekly newsletters. The "Connected to Independent Living" conference was held March 3-5, 2013. Attendees received 2 full days of sessions with 30 exhibitors, including community partners. Conference evaluation and other follow-up activities were conducted to determine needs, growth areas, and consumer satisfaction, which will guide planning for the 2014 conference. In Year 2, the SILC used social media and web-based communication applications. The project facilitated the experience of 60 individuals with disabilities at the conference. TCDD funds allows the offering of stipends to at least 48 people with developmental disabilities to attend the conference; cover expenses for a full-time employee to coordinate activities and to network with the community; and create an active advisory committee that provides input, advocacy and leadership initiatives that has helped with planning and outreach activities.

Proposed Goals and Objectives for Year 3:

Goal: Same as above.

Objectives: Recruit diverse community partners, associations, and stakeholders; research and develop agency, identifying keynote speakers; create a marketing plan to provide extensive statewide outreach; and create evaluation tools and disseminate findings.

Staff Considerations:

Public Policy Considerations: Because DARS failed to receive funding for new Independent Living Centers and in order to ensure statewide access to IL services, all entities associated with ILCs should concentrate efforts on identifying, developing and articulating ILD outcomes in every available venue, including the Statewide Independent Living Conference. **Grants Management Considerations:** No concerns; moderate risk monitoring due to award amount and sub-awards. **Staff Recommendations:** TCDD staff recommends continued funding for this project.

Continuation Budget Detail Summary			
	Federal	Match	Totals
Expended Year 1	\$75,000/\$75,000	\$25,000/\$27,530	\$100,000/\$102,530
Expended Year 2 (7 months)(Consultants \$1200)	\$75,000/\$53,685	\$29,000/\$23,884	\$104,000/\$77,569
Amount requested for Year 2 budget:			
I. Personnel Services	42,707	0	42,707
II. Travel	2,124	0	2,124
III. Purchased Services (\$1,200 consultants)	22,779	29,000	51,779
IV. Property/Materials	1,040	0	1,040
V. Rental/Leasing	3,633	0	3,633
VI. Utilities	2,717	0	2,717
VII. Other	0	0	0
Budget period totals	\$75,000	\$29,000	\$104,000

**Texas Council for Developmental Disabilities`
Executive Committee**

Date: 10/23/13

Review of Proposed Activities & Budget

Item: E

Grantee: West Central Texas Regional Foundation

Year: 3 of 3

Project Title: Inclusive Faith-Based Communities Symposium

Project Location: Abilene (Callahan, Jones, & Taylor Counties)

Website: www.wctcog.org

TCDD RFP Intent: The project intent is to collaborate with leaders of faith-based organizations in order to compare experiences and share resources so that formal and informal community supports available to people with developmental disabilities may be increased. TCDD has approved funding of up to \$75,000 per year for up to three years.

Authorized Funding: TCDD has approved up to \$75,000 for up to three years
Year 1: \$74,894 Year 2: \$74,322 Year 3: \$74,988

Expected Results: Faith communities will understand the benefit of inclusion.

Project Goals and Accomplishments for Year 2:

Goal: To work with faith-based community organizations, community partners and persons with disabilities to more fully include underserved people with disabilities in outreach and programming across the rural region and within the metropolitan area, ensuring active participation within faith-based communities for all.

Accomplishments per goal: Held first faith inclusion symposium on April 13, 2013. Several media were developed for this event: program of events, booth registration form, attendee registration form, and a satisfaction survey. Staff secured a keynote speaker for the event as well as sign language interpreters and community members to lead the required breakout sessions. Developed a self-evaluation survey to distribute to representatives of faith-based organizations. Turnout to the symposium was lower than expected; Therefore, project staff worked with the PAC to develop a corrective action plan to address difficulties in reaching project goals. The action plan includes hosting several smaller events leading up to the next symposium (April 2014) as well as an information session for community members and the leadership of faith-based organizations.

Proposed Goals and Objectives for Year 3:

Goal: Same as above.

Objectives: Hold a series of good quality workshops as well as a symposium that encourages attendance from faith based and community based organizations in an effort to advocate for and support Faith based Organizations that currently have programming for the disabled community or those organizations that are attempting to create such programming.

Staff Recommendations:

Public Policy Considerations: Over 15 million Texans belong to a faith-based group. Increasing exposure of members of faith communities to persons with developmental disabilities will make it more likely that members of faith communities will have awareness about issues important to persons with disabilities. Having people who are not connected with the service delivery system in the lives of persons with developmental disabilities also is a significant protective factor. Finally, faith leaders typically also are leaders in the broader community with access to decision makers. **Grant Management Considerations:** The grantee is not in compliance with the requirements of the Request for Proposal (RFP). However, project staff has developed a comprehensive corrective action plan to address these concerns. **Staff Recommendations:** TCDD staff recommends continuation funding for this project with increased programmatic monitoring if the grantee successfully achieves corrective action plan goals.

Continuation Budget Detail Summary			
	Federal	Match	Totals
Expended Year 1 (Consultant: \$0)	\$74,894/\$74,894	\$20,193/\$20,794	\$95,087/\$95,688
Expended Year 2 (4 months) (Consultant: \$748)	\$74,322/\$22,822	\$24,576/\$7,113	98,898/\$29,935
Amount requested for Year 2 budget:			
I. Personnel Services	58,731	16,518	75,249
II. Travel	750	0	750
III. Purchased Services (\$748 consultants)	4,112	7,551	11,663
IV. Property/Materials	500	460	960
V. Rental/Leasing	4,122	450	4,572
VI. Utilities	900	0	900
VII. Other (Indirect Costs)	5,873	0	5,873
Budget period totals	\$74,988	\$24,979	\$99,967

**Texas Council for Developmental Disabilities`
Executive Committee**

Date: 10/23/2012

Review of Proposed Activities & Budget

ITEM: F

Grantee: Texas Tech University

Year: 1 of 5

Project Title: Building Community Capacity through Collaboration

Project Location: West Texas

Website: none

TCDD RFP Intent:

The project intent is to establish and/or strengthen a network of appropriately diverse organizations to develop a strategic plan to build the capacity of that community to provide community-based services that will decrease the need for individuals with developmental disabilities to be served in an institution.

Authorized Funding: TCDD has approved up to \$150,000 for up to five years.

Expected Results: The West Texas Community Network (WTCN) originated as a partnership among the Burkhart Center, High Point Village, and the HALI Project established to increase access to community-based and strength-based supports and services for individuals with developmental disabilities and their families. A strategic plan has been developed to encourage higher expectations for individuals with DD to live, work and play in more inclusive communities that value their contributions and unique gifts.

Project Goals and Accomplishments for Planning Year:

Goal: Develop a strategic plan, based on a community needs assessment, and identify resources necessary to build the capacity of a community to provide: culturally appropriate, person-centered or family-centered healthcare services (including both physical and mental); behavior supports; respite to community members who have developmental disabilities and their families; and other supports identified by the community support network.

Accomplishments per goal:

Partnerships were established and/or strengthened with several community organizations to address respite, transportation, employment opportunities, behavior support, occupational and physical therapy, family support services and training. A strategic plan was developed and submitted for TCDD review.

Proposed Goals and Objectives for Year 1:

Goal: Identify supports, services and programs that are in the community and develop a resource list accordingly. Research and partner with local and state stakeholders to determine location of individuals with DD and assess their needs.

Staff Recommendations:

Public Policy Considerations: Public Policy staff identified several concerns regarding the activities completed thus far with the overall assessment that the project did not adequately research and identify the primary reasons why individuals with DD become institutionalized.

Grant Management Considerations: In addition to the above, grants staff cited problems with the needs assessment, lack of involvement from key community stakeholders, lack of input from individuals with DD, and lack of diversity, both ethnic and economic.

Staff Recommendation: TCDD staff recommends funding for Phase 2 of this project with heightened involvement from the Grants Management Specialist to address the issues identified above.

Continuation Budget Detail Summary			
	Federal	Match	Totals
Expended Planning Year: (8 months) (Consultant:\$8,860)	\$74,996 / \$42,226	\$25,226/\$14,203	\$100,222/ \$56,429
Amount requested for Year 1 budget:			
I. Personnel services	87,707	0	87,707
II. Travel	6,359	0	6,359
III. Purchased Services (\$38,000 consultants)	41,383	0	41,383
IV. Property/Materials	915	0	915
V. Rental/Leasing	0	0	0
VI. Utilities	0	0	0
VII. Other (Indirect Costs)	13,636	50,455	64,091
Budget period totals	\$150,000	\$50,455	\$200,455