

**Executive Committee Meeting Minutes**

**Tab 1**

**Background:**

Minutes of the October 23, 2013, Executive Committee meeting are included for your review.

**Executive Committee**

**Agenda Item 3.**

**Expected Action:**

The Committee will review, revise as appropriate, and approve.

**EXECUTIVE COMMITTEE MEETING  
DRAFT MINUTES  
OCTOBER 23, 2013**

**COMMITTEE MEMBERS PRESENT**

Mary Durham, Council Chair	Kristen Cox	Diana Kern
Gladys Cortez	Andrew Crim	

**COUNCIL MEMBERS PRESENT**

John Morris

**STAFF PRESENT**

Roger Webb, Executive Director	Cynthia Ellison	Susan Mihalik
Martha Cantu	Sonya Hosey	Jessica Ramos
Joanna Cordry	Wendy Jones	Koren Vogel

**GUESTS PRESENT**

Erick Fajardo, Sunset Advisory Commission

**CALL TO ORDER**

The Executive Committee of the Texas Council for Developmental Disabilities convened on Wednesday, October 23, 2013, in the Guadalupe/Barton Creek Rooms at the Wyndham Garden Hotel, 3401 IH 35 South, Austin, TX 78741. Council Chair Mary Durham called the meeting to order at 3:00 PM.

**1. INTRODUCTIONS**

Committee members, staff and guests were introduced.

**2. PUBLIC COMMENTS**

No public comments were offered to the Committee.

**3. CONSIDERATION OF MINUTES**

The minutes were reviewed and corrections were offered to the spelling of Chair Durham's name in two places and to an error of transposed numbers at the bottom of page 1.

**MOTION:** To approve the minutes of the August 8, 2013, Executive Committee meeting with the corrections as noted.

**MADE BY:** Gladys Cortez

**SECOND:** Kristen Cox

The motion **passed** unanimously.

**4. CHAIR'S REPORT**

Executive Director Roger Webb discussed TCDD support of proposed Person-Centered Thinking Training. TCDD has participated in discussions with the Texas Department of Aging and Disability Services (DADS) and the DD Network Partners (Disability Rights Texas, Texas Center for Disability

Studies, and the Center on Disability and Development at Texas A&M) about assistance that might be provided to DADS in the effort to transition individuals from Austin State Supported Living Center (SSLC) to community living situations. DADS is now interested in training for some SSLC staff and some Central Office staff to become certified trainers in Person-Centered Thinking practices. Per Council policies that allow the Council Chair to act on behalf of the Council for time-sensitive matters, Chair Durham, in consultation with Vice-Chair Andrew Crim, approved up to \$30,000 of TCDD funds over two years as part of the funding for this training. Additional information was provided about DADS and CDS funding for this initiative, the background of this PCT training, training requirements, and a description of staff that will be trained. The Committee concurred with Chair Durham's decision to approve funding for this training project.

Durham and Webb reviewed absences of members for this meeting including Mateo Delgado, Cindy Johnston, Dana Perry, Lora Taylor, Amy Sharp (Thursday only), Stephen Gersuk (Friday only), Susan Vardell (Friday only), Scott McAvoy (Friday only), and Mary Durham (Friday only). Webb reminded members that this will be Joe Rivas's last Council meeting following his resignation. Durham noted that she has spoken with Gabby Fuentes, Governor's Appointments Office, and does not expect new appointments to the Council until at least spring 2014.

Kristen Cox reported that she recently attended a Medical Transition conference in Houston and is concerned about changes to the standard of health care which may not allow older teens to be treated in children's hospitals and how this conflicts with current practices for medical transition. She suggested this may be something the Council researches and addresses in the future. Gladys Cortez also discussed an idea for a Sibling Leadership Network in Texas.

#### **5. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Roger Webb reported on TCDD staff changes including new employees Peggy Oster who began as the Web Administrator on September 13, 2013, and Erin Lawler who begins as Public Policy Specialist on November 1, 2013. Jeri Barnard, Project Management Assistant, will retire from state service on October 31, 2013, and Sandra Justice is filling that position as a temporary employee during the hiring process.

Webb updated members on the federal budget status noting that Congress has passed a Continuing Resolution to fund programs at FY 2013 levels through January 15, 2014. This is 29% of the fiscal year which equals approximately \$1.4 million for TCDD's partial allotment. Webb also noted that staff and office expenses will be expensed from FY 2013 funds likely through January 1, 2014.

No stipend grants were awarded during the previous quarter. Webb brought the members' attention to the attendance roster which is included with each quarter's meeting materials.

#### **6. GRANT ACTIVITIES REPORT**

Webb and Grants Management Director Sonya Hosey reviewed the Grants Activities Reports and discussed follow-up activities concerning the Arc of Texas' misappropriation of funds. TCDD was notified in late June of fraudulent activity within the Arc of Texas Master Pooled Trust and advised that investigations were taking place. TCDD provided grant funding for the trust several years ago at its inception but now only funds other projects with the Arc of Texas. An internal forensic audit was conducted of Arc funds and TCDD was notified October 18, 2013, that no TCDD funds were compromised. It was determined that the fraud took place from dormant accounts managed by the

Trust. TCDD continues to monitor and conduct on-site visits per policy in accordance with the risk assessment of each grant project. TCDD staff consulted with Internal Auditor Jaye Stepp for recommendations on this issue. Ms. Stepp is currently reviewing Arc-Tx information.

Hosey reviewed the Independent Audit Status Report and noted that one project from Texas Tech University was forwarded to Don Mikeska for Desk Review. Mr. Mikeska's contract with TCDD has ended and a new contract for desk reviews of TCDD projects has been secured with Abi-Bankole, P.C.

Hosey further reviewed the Grants Monitoring Exceptions Report and noted that items requested from VSA Arts of Texas and the Texas Department of Assistive and Rehabilitative Services which show as pending on the report are now complete. Information requested from Imagine Enterprises is currently pending as staff obtain match documentation from the project's new financial advisor.

Committee members and staff reviewed the TCDD Risk Matrix for monitoring grant projects and found no concerns. Clarification was provided on what constitutes low or minimal risk.

#### **7. TCDD SUNSET REVIEW UPDATE**

Webb and Operations Director Martha Cantu provided an update on activities surrounding the TCDD Sunset Review. Sunset Commission staff members Erick Fajardo and Anne Bradley have been assigned to TCDD and plan to begin their review in May 2014 and may be present at TCDD Committee and Council meetings prior to that time. The TCDD Self-Evaluation Report was submitted to the Sunset Commission in late August prior to the September 1, 2013, deadline. It can be viewed on the Commission's website and is available from TCDD staff.

#### **8. CONSIDERATION OF REVIEW PANEL RECOMMENDATIONS FOR ACCESSIBLE PARKING PROJECT**

TCDD Planning Coordinator Joanna Cordry discussed the State Plan goal related to the Accessible Parking Campaign. A Request for Proposals (RFP) was published for up to two projects for up to \$40,000 each to develop proposed awareness activities, with additional funding available to implement approved activities. Three proposals were received and reviewed by four review panel members who unanimously recommended two projects for funding. Those two organizations are in the same geographic location with similar goals and the panel suggested they could work together. Committee members discussed these proposals and agreed that funding would be approved to each separately but collaboration between the organizations would be encouraged.

**MOTION:** To approve funding of up to \$40,000 to Access Empowerment and up to \$40,000 to Travis County to develop Accessible Parking Campaign proposals for consideration by TCDD, with collaboration between the projects encouraged.

**MADE BY:** Andy Crim

**SECOND:** Kristen Cox

The motion **passed** unanimously. (Attachment 1)

**9. CONSIDERATION OF OUTREACH AND DEVELOPMENT PROJECT PROPOSALS**

Cordry next reviewed proposals received from three organizations for Outreach and Development Grants that were reviewed by TCDD staff per Council approved procedures. Members discussed applications from Launch Point CDC, Inc., in Houston, Moody Clinic in Brownsville, and The Arc Del Paso in El Paso. The review of the application from Launch Point CDC, Inc., indicates a lack of clarity in the project's purpose as well as the ethnic background of the organization's leaders and members. Members discussed the application from the Moody Clinic with some concerns about the organization's previous work but noted support for a project in the area that may allow access to regional issues and become a potential learning experience for the Council. The application from The Arc Del Paso was favorable to all.

**MOTION:** To not approve funding to Launch Point CDC, Inc.

**MADE BY:** Diana Kern

**SECOND:** Gladys Cortez

The motion **passed** unanimously.

**MOTION:** To approve funding of up to \$10,000 for up to 18 months to the Moody Clinic for an Outreach and Development Project.

**MADE BY:** Andy Crim

**SECOND:** Diana Kern

The motion **passed** unanimously.

**MOTION:** To approve funding of up to \$10,000 for up to 18 months to The Arc Del Paso for an Outreach and Development Project.

**MADE BY:** Diana Kern

**SECOND:** Andy Crim

The motion **passed** unanimously. (Attachment 2)

**10. CONSIDERATION OF GRANT AWARDS**

TCDD Grants Management staff reviewed Executive Summaries for projects eligible for continuation grant awards. Grants Management Director Hosey reviewed the executive summary for continuation funding for A Circle of Ten for the Increasing Capacity Training Project. This project provides training and assistance for grantees to obtain long-term sustainability. Ms. Hosey discussed the history of the project to this point and noted that 16 of the 17 targeted grantees participated in training during year one of the project but only 7 grantees continued training into the second year. Many grantees are applying for and receiving funding from collaborating organizations. A Circle of Ten plans to work with an additional 5-10 grantees during the third year of the project. Hosey also reviewed an opportunity for A Circle of Ten to expand efforts during the third year of the project by

developing a collaborative Funder's Forum Conference for 75-100 people to find opportunities to sustain programs with various resources. Since the proposed Funder's Forum is a new activity, the Committee was asked to recommend final approval to the Council if favorable about that effort.

**MOTION:** To approve funding of up to \$25,000 to A Circle of Ten for the third and final year of an Increasing Capacity Training Project.

**MADE BY:** Kristen Cox

**SECOND:** Gladys Cortez

The motion **passed** unanimously.

**MOTION:** To recommend Council approval of funding of up to \$25,000 to A Circle of Ten to coordinate a Funder's Forum.

**MADE BY:** Mary Durham

**SECOND:** Diana Kern

The motion **passed** unanimously. (Attachment 3)

Grants Specialist Wendy Jones reviewed the Executive Summary for continuation funding of the Department of Assistive and Rehabilitative Services (DARS) Project HIRE. This project provides a model for inclusive higher education for students with severe disabilities. The project has established contracts between DARS, South Texas College, and the University of Texas-Pan American to provide services for students which include evaluations, assistive technology, ongoing support, training and business mentoring. Currently, 27 students are enrolled in the program with the first expected graduates in 2014 and 10 additional students are expected for the next group. The project has received considerable positive publicity.

**MOTION:** To approve funding of up to \$225,000 to the Texas Department of Assistive and Rehabilitative Services for the third year of the Project HIRE higher education project.

**MADE BY:** Mary Durham

**SECOND:** Andy Crim

The motion **passed** unanimously. (Attachment 4)

Ms. Jones next reviewed the Executive Summary for continuation funding of the Texas Tech University Project CASE higher education grant. In collaboration with the Burkhardt Center, South Plains College and other agencies, Texas Tech University is recruiting, training and securing meaningful employment for students with developmental disabilities. 23 participants have enrolled, two graduated and one transferred to another college. The rest are expected to graduate between 2014 - 2017. Ten additional students will be selected in the third year.

**MOTION:** To approve funding of up to \$220,089 to Texas Tech University for the third year of a five-year Project CASE higher education project.

**MADE BY:** Andy Crim

**SECOND:** Gladys Cortez

The motion **passed** unanimously. (Attachment 5)

Jones next reviewed the Executive Summary for continuation funding of the Texas Statewide Independent Living Council (TX SILC) Leadership Development and Advocacy Skills Training project. The project provides a comprehensive statewide conference for networking, information sharing and advocacy training. The "Connected to Independent Living" conference was held March 3-5, 2013, and another conference is planned for 2014.

**MOTION:** To approve funding of up to \$75,000 to the Texas Statewide Independent Living Council for the third and final year of a statewide Leadership Development and Advocacy Skills Training project.

**MADE BY:** Diana Kern

**SECOND:** Andy Crim

The motion **passed** unanimously. (Attachment 6)

Executive Director Webb and Grants Management Specialist Susan Mihalik reviewed the Executive Summary from the West Central Texas Regional Foundation for the Inclusive Faith-Based Communities Symposium project. Staff acknowledged that there are differing opinions about the continuation of the project. Mihalik noted the first symposium on April 13, 2012, was not successful in part due to a lack of marketing. She reviewed the action plan that has been developed for this project. Steps to improve the next symposium planned for April 2014 include a self-evaluation survey distributed to representatives of faith-based organizations, hosting of several smaller events, and an information session for community members and leaders of faith-based organizations. A new project coordinator has been hired as well.

**MOTION:** To approve funding of up to \$75,000 to the West Central Regional Foundation for the third and final year of an Inclusive Faith-Based Communities Symposium project.

**MADE BY:** Andy Crim

**SECOND:** Diana Kern

The motion **passed** with no abstentions and one member opposed. (Attachment 7)

Jones reviewed the Executive Summary from Texas Tech University for Phase 2 funding of the Building Community Capacity through Collaboration project. With Phase 1 funding, the grantee developed a strategic plan based on community needs to build the capacity of a community to

provide health-care services, behavior supports, respite care and other supports needed to avoid the need for institutional placement for individuals with developmental disabilities. A strategic plan has been developed to encourage higher expectations for people with developmental disabilities to live, work, and play in more inclusive communities and the grantee is seeking Phase 2 funding to implement that plan. First year goals include identification of current supports and services in addition to identification of individuals with developmental disabilities to assess their needs. Staff expressed some concerns about the lack of stakeholder involvement in the development of the strategic plan but agreed that heightened grants monitoring during the implementation phase would hopefully address any issues.

**MOTION:** To approve funding of up to \$150,000 to Texas Tech University for the first of a five-year Building Community Capacity through Collaboration project, with increased oversight by TCDD staff.

**MADE BY:** Kristen Cox

**SECOND:** Gladys Cortez

The motion **passed** unanimously. (Attachment 8)

#### **11. TCDD QUARTERLY FINANCIAL REPORT**

TCDD Operations Director Martha Cantu reviewed the quarterly financial report with members. Ms. Cantu presented the summary of funds for Fiscal Years 2011 – 2014. She noted that although a small negative balance shows for FY 2013 and a large negative balance shows for FY 2014, there will be a balance of unspent project funds to cover the deficit for FY 2013 and savings in operating expenses and unexpended funds from other projects will cover the deficit for FY 2014. Cantu also noted that the Administrative and Expense Budget Summary only includes expenses incurred at the time of the report. One additional month of salaries and other expenses have occurred since that time. Members did not have concerns regarding the financial reports.

#### **12. CONFLICT OF INTEREST DISCLOSURES**

Committee members reviewed updated conflict of interest disclosure information for council members and staff. No concerns were noted.

#### **13. OTHER DISCUSSION ITEMS**

The Committee reviewed the schedule of the meetings and discussed future meeting dates and locations. Cordry discussed a current survey conducted by Disability Rights Texas to determine the needs and issues that are most important to people with disabilities.

#### **ADJOURN**

Chair Durham adjourned the Executive Committee at 6:19 PM.

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Roger A. Webb  
Secretary to the Council

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Date

# **Attachment 1**



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Mary Durham, Chair  
Andrew Crim, Vice Chair  
Roger A. Webb, Executive Director

**TO:** TCDD Executive Committee  
**FROM:** Joanna Cordry, Planning Coordinator  
**SUBJECT:** Summary of Review Panel Recommendations  
**DATE:** October 16, 2013

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TCDD staff convened an independent panel to review three proposals submitted in response to TCDD's Accessible Parking Awareness Campaign Request for Proposals (RFP) that announced the availability of funds for up to two projects to develop ideas and proposed strategies to:

- educate drivers about the impact parking violations have on people with accessible parking placards and license plates, and
- decrease the number of accessible parking violations.

In addition, TCDD expected that working collaboratively with other organizations, including a marketing firm, to develop and evaluate the results of a targeted educational campaign would also build TCDD's capacity to implement successful educational campaigns in the future. Thus, this activity was intended to serve as a learning opportunity.

The review panel consisted of four people with different types of expertise and backgrounds: two people are family members of a person with a developmental disability; two people have professional marketing expertise; two people have experience working with marketing entities; and two people have experience working collaboratively on advocacy or social change projects.

The review panel unanimously recommended the proposals submitted by Access Empowerment and Travis County be considered for funding. The panel did not recommend funding the proposal submitted by EGS research and Consulting. Attached are summaries of the review panel's comments.

One important note: the panel acknowledged that the proposal submitted by Travis County did not directly follow the guidelines of the RFP. Rather than outline a plan for conducting market research and developing a campaign based on that research, Travis County submitted a proposal to develop and implement a campaign. They did not provide information about market research. However, the panel still felt that their proposal was "exciting," noted that they were partnering with a marketing firm with experience in creating culture change, and speculated that working with a government entity might be more likely to create permanent systems change.

The panel also noted that the two proposals recommended for funding had complementary strengths, and that TCDD would be wise to ensure that any organization funded under this RFP be expected to involve advisors who have experience in and knowledge about creating behavior change as well as people who have business backgrounds.

# Accessible Parking Awareness Campaign Review Panel Summary

## Access Empowerment

Proposing work in Hays and Travis Counties

Requesting \$40,053 for 6 months

### Strengths

The organization is lead by people who have disabilities, and the leadership is dedicated to expanding accessibility and seeks opportunities to create positive change in all endeavors.

- The Project Director appears to have excellent experience and already is focused on issues of mobility in the Austin area
- The Board of Directors is very involved
- The marketing consultant is the parent of a child who has disabilities.

The plan is detailed, and the timeline is realistic.

### Weaknesses

The proposal does not provide details about the research that will be conducted, although it does indicate that marketing trends, effective social change marketing strategies, and issues will be identified.

The marketing consultant does not appear to have a strong market research and advertising background (she is more of a writer, filmmaker, event planner, and advocate). Also, the selection of a single individual to create a marketing plan instead of a firm with marketing and creative depth and considerable social change experience is a concern unless input also will be gathered from behavior/social change experts and business and government stakeholders, who may serve on an advisory panel. The budgeted amount for the marketing consultant, \$35,000, seems high for this project if she is indeed doing the work alone.

The proposal states that Access Empowerment will secure a Memorandum of Understanding (MOU) from the Hays County Commissioner's Court and Travis County District 5 Constable's office to represent government stakeholders within 15 days, but there is no evidence they can do this. In fact, Travis County submitted a separate proposal that included no mention of partnering with Access Empowerment, which suggests that Travis County might not be aware of Access Empowerment's desire to work together.

Although Access Empowerment has an excellent Board, it appears that two people will execute this project with intermittent input from the Advisory Panel. A project to be rolled out to the public in two counties may require the commitment of an organization with deeper paid-staff structure and experience. In addition, there does not appear to be a system of checks and balances for finances. It is unclear if the Board Treasurer handles financial activities.

## **EGS Research and Consulting**

Proposing work in Harris County

Requesting \$40,000

### **Strengths**

The narrative focuses heavily on gathering research and reflects the solid research credentials of the Proposal's program director. The research efforts described in this proposal reflect outstanding business and public practice, and Ms. Smith has excellent credentials and experience in the area of research, which is an important aspect of this project.

The creative and research firm identified in the proposal appears to have the structure, experience with public issue/awareness campaigns, and outstanding qualifications to complete the work specified in the proposal or a Phase II implementation.

The proposer intends to align with the existing resources in Houston and states that there are 500 volunteers with whom they hope to work, which is exciting. However, there is no strong evidence that the proposer will really be able to do this.

### **Weaknesses**

This proposal feels clinical and academic and does not give one the sense that the proposer has a strong connection to people with disabilities or to community partners. The necessity for such extensive research work is uncertain as it is clear from the narrative that a lot of research and practice results may exist to help identify and formulate messaging.

It appears that Ms. Smith will be conducting much of the work independently, without significant direct participation of stakeholders, and her experience with issues and projects related to individuals with disabilities seems limited.

The proposal anticipates that individuals with disabilities and their families or advocacy groups will provide input through interviews, but does not specify how individuals and family members of those with disabilities will be recruited or included in meaningful ways throughout the project (such as through an input-feedback-input-feedback process).

The proposal does not specify how the resources to implement an education campaign will be identified, whether success measures will be defined, or how other organizations will actively participate in the process. The proposal leaves questions about how the work will be completed, and it's difficult to know if enough time has been dedicated to the project by Project Director, especially given the amount of traveling to be done.

Funds for contracted services, including a telephone survey and completion of the entire strategic plan by an agency, appear inadequate. No funds are budgeted to pay the financial person (nor is this noted as match).

## Travis County

Proposing work in Travis County  
Requesting \$37,125

### Strengths

The organization is versed in the issue as a government agency implementing accessible parking policy and would be able to roll out a campaign very quickly.

The applicant can sustain a successful campaign beyond the terms of this project and envisions opportunities to expand an awareness campaign to other counties in Texas. As a government entity and an enforcement organization, the applicant may have great influence on other governmental agencies through conferences and dissemination of the project's results.

Supporting letters from organizations serving the interests of individuals with disabilities who will partner in Phase II show the proposer has support.

This was the only proposal to specifically state that the need for materials and products in Spanish will be addressed.

The budget makes excellent use of funds and demonstrates good use of various resources, which offers TCDD a lot of “bang for the buck.”

### Weaknesses

There is a marked absence of a market research component prior to defining the message for a marketing campaign or determining the appropriateness of those activities, including what audiences to target and what resources and activities may be most effective with those audiences. It is unclear why the proposer did not address the market research component, and it is extremely unfortunate because that was the intent of the RFP. So, while this proposal had the most energy and most likely presented the plan with the best value, it missed the point of the RFP. It is possible that the research has already been done; however, if that is the case, that information should have been included in the proposal.

The identified partners are pretty much "institutional" – entities that are typically involved in disability-related projects. There do not appear to be a lot of grassroots, everyday people on the list.

The Executive Assistant, rather than the Education and Outreach Coordinator, will be the Project Director, which seems odd without further explanation or justification.

The proposal does not discuss how feedback from stakeholders would be incorporated into the project on an ongoing basis. The proposer should be sure to solicit input and advice from a range of people with different backgrounds, including people with developmental disabilities, behavior/social change experts and business representatives.

# **Attachment 2**



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Mary Durham, Chair  
Andrew Crim, Vice Chair  
Roger A. Webb, Executive Director

**TO:** TCDD Executive Committee

**FROM:** Sonya Hosey, Grants Management Director  
Jessica Ramos, Public Policy Director  
Joanna Cordry, Planning Coordinator

**SUBJECT:** Summary of Outreach and Development Proposals

- Launch Point CDC, Inc.
- Moody Clinic
- The Arc Del Paso

**DATE:** October 7, 2013

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The TCDD staff review panel reviewed 3 Outreach and Development proposals received this quarter.

#### **Background**

The Council offers grants of up to \$10,000 each for up to 18 months to groups made up of people who are black or African American, Hispanic/Latino, Asian, or Native American that are working to improve the lives of individuals with disabilities from ethnic minority cultures. TCDD expects these grants to be an avenue through which TCDD can partner with and learn from individuals who are typically unserved and/or underserved.

#### **TCDD's Goals in Funding These Grants**

1. Develop partnerships to increase TCDD's understanding of different values, cultures, and customs that exist in Texas, and how cultural issues may impact how services should be provided; and
2. Support activities that the group has determined will help members of their community who have disabilities to receive support that is culturally appropriate.

#### **Criteria for Evaluation of Proposals**

The TCDD staff review panel use the following criteria to evaluate if funding the proposal is consistent with the goals above:

- The group is made up of people who identify with a specific ethnic/cultural minority group who are working to increase access to culturally appropriate supports and services for individuals with disabilities of a similar cultural background.
- Working together will deepen TCDD's understanding of that cultures' values, cultures, and customs.

When proposals meet the criteria noted above, staff will recommend them for consideration for funding. If funded, TCDD grants staff ensure that all activities conducted are allowable under law and TCDD policies. Staff also provide technical assistance to assist the grantee to meet TCDD's expectations. *If proposed activities and budget items are both allowable and reasonable and will result in the intended outcomes, proposals are not expected to meet additional requirements.*

#### **Recommendations:**

TCDD staff recommend the Committee review and discuss all three applications and fund those that best meet TCDD's goals. The complete proposal, 5-9 pages in length, will be available at the Executive Committee meeting.

Outreach and Development Grant Applications Summary

<b>Applicant:</b>	Launch Point CDC, Inc.	<b>Length of time in existence:</b> 20 years
<b>Group Size:</b>	25-30 members	<b>Geographic Location:</b> Houston, TX
<b>Amount Requested:</b>	\$9,985	<b>Meeting Frequency:</b> Monthly
<b>Ethnic/Cultural Group Served :</b>	Black, Asian, Hispanic	
<b>Organization Mission:</b>	To provide ancillary services to students with disabilities and their families to enrich their standard of living while pursuing independent and educational advancement.	
<b>Planned Activities:</b>	Facilitate 12 workshops (monthly) to HISD schools and community centers; workshops will provide disability sensitivity awareness education to the community and introduce healthy habits, health management, tools, education, skills, resources, and opportunities to help youth and adults who have disabilities eliminate barriers.	
<b>Public Policy Implications:</b>	The application doesn't provide enough information to discern whether the applicant will increase access to culturally appropriate services. Although a broad network of organizations are listed, it's unclear how they will contribute toward the success of the proposed workshops. The applying organization's commitment to cultural competence or that the organization is made up of people who identify with a specific ethnic/cultural minority group is not apparent. As such, policy implications for this outreach and development proposal cannot be determined.	
<b>Planning Considerations:</b>	<p>The proposal indicates that the organization serves people from three different ethnic minority groups with different cultural characteristics, does not reference cultural competence, and it is not apparent if their staff belong to these ethnic groups. Their website indicates they serve a wide variety of youth and do not focus solely on youth with disabilities. It does not appear that assisting people with developmental disabilities to receive culturally competent services is not their primary goal.</p> <p>The proposal indicates they work with a wide range of partners. They have been partners with the Barbara Jordan Endeavors Foundation, a former grant recipient.</p>	
<b>Grants Management Comments:</b>	<p>The intention of the RFP is to support groups that are trying to help people receive culturally competent services and supports. This organization serves ethnic/cultural groups (Black, Asian, and Hispanic/Latino) and seeks TCDD funds to provide disability sensitivity awareness education to the community and introduce healthy habits, health management, tools, education, skills, resources and opportunities to improve quality of life. However, it is not clear if the members and/or leadership of the organization belongs to one of these ethnic/racial groups.</p> <p>It's not clear what the grant will do to "raise awareness of resources available for families and youth experiencing the difficulties of living with insensitive environments to the needs of those with disabilities." Grants staff are not clear how healthy habits, health management, and other awareness relate to insensitive environments and how those topics are related to services and support that are culturally competent.</p> <p>The organization identified several organizations to collaborate on this project; some will provide space, educational materials, and presenters.</p> <p>The budget allocates TCDD funds for costs of key personnel and consultants to carry-out project related activities, printing and travel. The line item amount for consultants (workshop presenters) is incorrect. If approved, TCDD Grants staff will assist with final negotiations. These costs are reasonable and allowable in comparison to professional rates. The project included line items the organization can cover for match.</p> <p>If approved, TCDD grants staff recommend authorizing up to \$10,000 should we determine other expenses that are necessary for a successful project.</p>	

<b>Applicant:</b>	Moody Clinic	<b>Length of time in existence:</b> 61 years
<b>Group Size:</b>	18 board members	<b>Geographic Location:</b> Brownsville, TX
<b>Amount Requested:</b>	\$10,000	<b>Meeting Frequency:</b> 5 days a week
<b>Ethnic/Cultural Group Served :</b>	Primarily Hispanic – 92.7%	
<b>Organization Mission:</b>	To provide the highest quality rehabilitative services to maximize the potential of children with special needs.	
<b>Planned Activities:</b>	<p>Conduct an awareness campaign that reaches Hispanic American families living along the Texas/Mexico border, so that developmental delays can be identified and caught early and to address bullying. This will be done by:</p> <ul style="list-style-type: none"> <li>• Developing educational materials</li> <li>• Supporting families of children with special needs to serve as volunteer advisors, speakers and community liaisons</li> <li>• Disseminating information via television, radio, social media, and news websites</li> </ul>	
<b>Public Policy Implications:</b>	The proposal meets criteria for outreach and development. It will develop culturally appropriate community education materials to address the under diagnosis and late diagnosis of developmental disabilities among Hispanic children. The value of quality education materials could extend beyond Brownsville.	
<b>Planning Considerations:</b>	<p>While this is not a grassroots organization such as the majority of organizations funded under this RFP, it is an organization that is led primarily by Hispanics and that provides culturally competent services for a population that is mostly Hispanic. In addition, the organization is in a part of a Texas that TCDD has rarely reached – an area on the border that has both an exceptionally high poverty rate and exceptionally low education levels. These factors probably make it unlikely that TCDD would receive a proposal directly from a “grassroots” group in this area. TCDD would benefit from partnering with this organization to learn more from the individuals they serve.</p> <p>The goal of this project addresses an identified need. In addition, recently published studies suggest that Hispanic children who have autism are typically diagnosed later than other children. This project might be able to provide information that would be relevant to this finding and that might contribute to efforts to address this issue.</p>	
<b>Grants Management Comments:</b>	<p>The intention of the RFP is to support groups that are trying to help people receive culturally competent services and supports. This organization serves 92.7% Hispanic/Latino groups in extreme South Texas near the Texas/Mexico border and seeks funds to create awareness of developmental disabilities so that early interventions are sought for families with children with disabilities. TCDD may potentially learn how to improve access to services and outreach to families and communities in this area of the State.</p> <p>The organization did not provide names of specific organizations that will work on this project, but identified in general Brownsville ISD and other entities.</p> <p>The budget allocates TCDD funds for allowable costs of key personnel to carry-out project related activities, printing, media, and travel. The line item amounts noted for printing/copying, production time, PSAs, and travel will require detailed justifications. These costs are reasonable and allowable in comparison to professional rates. The project did not include line items the organization can cover for match.</p> <p>If approved, TCDD Grants staff will assist with final negotiations.</p>	

<b>Applicant:</b>	The Arc Del Paso	<b>Length of time in existence:</b> 2.5 years
<b>Group Size:</b>	30	<b>Geographic Location:</b> El Paso
<b>Amount Requested:</b>	\$10,000	<b>Meeting Frequency:</b> Monthly board meetings; quarterly general meetings
<b>Ethnic/Cultural Group Served :</b>	90% Hispanic	
<b>Organization Mission:</b>	This organization states they are “committed to providing high quality, caring, culturally competent, home and community-based services to individuals with intellectual and developmental disabilities, their families, and caregivers living in El Paso County. Programmatic goals include job development and placement; day habilitation; residential living; respite care; and advocacy.”	
<b>Planned Activities:</b>	<p>Activities to promote and expand services for Hispanic adults with IDD:</p> <ul style="list-style-type: none"> <li>• Design and create a website</li> <li>• Development and dissemination of culturally-appropriate marketing materials</li> <li>• Preparatory work to hire a program manager</li> <li>• Provide salary support for the first 3 months of salary for the program manager to secure and implement a contract with DADS to provide HCS services</li> </ul>	
<b>Public Policy Implications:</b>	The long term goals of the applicant - to create small community designed day habilitation programs - and their work with TCDDs BC3 grantee to develop community capacity to prevent institutionalization, make this a project to watch. Sustainability and replication will be significant challenges.	
<b>Planning Considerations:</b>	This appears to be a newly developed Arc chapter that has worked with the Arc of Texas, state agencies, and other local stakeholders to become established and intends to provides culturally competent services in an area with a poverty rate that is higher than average. The proposal notes that in addition to the local authority, there is only one other non-profit serving individuals with IDD in the area; the remainder are for-profit. TCDD would most likely benefit from partnering with this organization to learn more from the individuals they serve, and this project appears to meet an identified need. Please see Grants Management note regarding day habilitation.	
<b>Grants Management Comments:</b>	<p>The intention of the RFP is to support groups that are trying to help people receive culturally competent services and supports. This organization serves 90% Hispanic/Latino groups in El Paso and seeks funds to create culturally competent marketing materials and to hire a staff to secure and implement a DADS contract as a Home &amp; Community-based Services (HCS) provider of day habilitation and other long term services. Grant staff believe this proposal meets the need to help people receive culturally competent services and supports, improve access to services, and believes TCDD would benefit from partnering with organizations to learn more from the individuals and families they will serve in the El Paso area. However, day habilitation services are not always consistent with TCDD views of integrated community settings.</p> <p>The budget allocates TCDD funds for allowable costs for key personnel, consultants, and printing/copying to carry-out project related activities. The project included line items the organization can cover for match. Project costs are reasonable and allowable in comparison to professional rates.</p> <p>If approved, TCDD Grants staff will assist with final negotiations.</p>	

# **Attachment 3**

# 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 10<sup>th</sup> 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.

<b>Continuation Budget Detail Summary</b>			
	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
<b>Amount requested for year 3 contract:</b>			
<b>I. Personnel Services</b>	22,559	10,098	32,657
<b>II. Travel</b>	1690	0	1690
<b>III. Purchased Services</b>	550	500	1050
<b>IV. Property/Materials</b>	200	0	200
<b>V. Rental/Leasing</b>	0	1,500	1,500
<b>VI. Utilities</b>	0	0	0
<b>VII. Other</b>	0	0	0
Budget period totals	\$24,999	12,098	37,097
<b>Amount requested for Funders Forum/Conference</b>			
<b>I. Personnel Services</b>	21,048	10,098	31,146
<b>II. Travel</b>	2520	0	2520
<b>III. Purchased Services</b>	550	0	550
<b>IV. Property/Materials</b>	522	0	522
<b>V. Rental/Leasing</b>	0	7500	7500
<b>VI. Utilities</b>	360	0	360
<b>VII. Other</b>	0	0	0
Budget period totals	\$25,000	\$17,598	\$42,598

# **Attachment 4**

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

# **Attachment 5**

**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

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

# **Attachment 6**

**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.

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

# **Attachment 7**

**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](http://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.

**Authorized Funding:** TCDD has approved up to \$75,000 per year 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 Project Advisory Committee 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 disability community or those organizations that are attempting to create such programming.

**Staff Recommendations:**

**Public Policy Considerations:** 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 project is not in compliance with some requirements of the Request for Proposal (RFP). Project staff have developed a comprehensive corrective action plan to address these concerns. **Goals relating to the action plan were established by the Grants Specialist and the grantee was unable to meet all of these goals.** **Staff Recommendation:** TCDD staff does not recommend continuation funding for this project.

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

# **Attachment 8**

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