

## RFP 2014-2 Self-Advocate Community Organizing Questions and Answers

### Relationship of Project to TCDD State Plan

**The DD Plan goal to which the Grassroots Advocacy RFP refers notes TCDD's working with statewide advocacy groups. I am working with a self-advocate group that is associated with a county organization. How compelling will that distinction be, if the proposal is otherwise stellar and on target?**

TCDD meets the State Plan Goal/ Objective/ Activity concerning working with a "state self-advocacy organization" through various other activities. With this project, TCDD encourages self-advocates to develop strong community organizing skills and to serve as visible, effective leaders in their local communities. We believe that this will ultimately help the self-advocacy effort for the state, even if the organization receiving the grant is not a statewide organization.

Any self-advocate group can apply, and TCDD is not expecting that only statewide self-advocacy groups apply. TCDD has not limited the types of self-advocate groups that can apply under this RFP to statewide groups.

During the review process, reviewers will recommend the proposal they view as the strongest overall after looking at how well a proposal addresses the requirements of the RFP and how thoroughly all the sections of the proposal packet were completed. TCDD cannot predict in advance how any one proposal would be evaluated by the reviewers.

### Proposal Requirements

**In the RFP, there is a series of steps outlined on pages 5 - 6 for project activities. Are those specific steps required, or is there flexibility as long as the outcomes are the same?**

Yes, there is flexibility as long as the outcomes are the same. Those are just guidelines for people who may not have much experience developing project workplans.

**I read through the grant packet and while I did note that Letters of Intent from partners are required, I did not notice anything about general letters of support. Are they allowed?**

Yes.

### Budget

**Is there a budget form that we should be using? I didn't see one in the application packet.**

Yes, there is a budget form. If you do not see it, you may be just looking at the RFP, which is about 16 pages. The budget form is part of the application/proposal packet which must be requested from TCDD.

**Can we include consumer supports as a budget line item? By consumer supports, I am referring to the cost of paratransit trips for bi-monthly meetings, for example?**

Yes, such supports are an allowable expense.

**In our budget, may we include the in-kind volunteer hours that have already gone in (over the past year and a half or so) toward realizing our goals in the grant proposal?**

The budget is only for the time period that starts when the grant is awarded. Volunteer time from before that time period may not be included in the budget.

**In our overall budget can we count volunteer hours and in-kind time toward matching?**

Yes. Volunteer hours and in-kind time that is contributed to the project after the grant starts for specific project activities may be included in match funds.

## Definitions

**Could you please provide additional clarification about what might be considered lobbying for the purposes of this grant?**

Organizations or individuals receiving funding support from TCDD may testify about the effect proposed legislation may have on people with developmental disabilities. However, they may not, as a part of their grant:

- support or oppose pending legislation, verbally or in writing
- support or oppose a particular candidate or political party, verbally or in writing

In addition, neither TCDD grant funds nor required matching funds may be used for:

- the salary of an individual required to register as a lobbyist with the Texas Ethics Commission
- lobbying expenses incurred by the individual or the grantee organization.

A person who receives more than \$1000 in a calendar quarter as compensation or reimbursement to for direct communications with members of the legislature (or their staff), lobby, or who spends more than \$500 for lobbying expenses in a calendar quarter, must register as a lobbyist. Time involved in preparing public input or other direct communications is considered as time spent on lobbying activities. Lobbying expenses include gifts, loans, reimbursements, food and beverages, and other expenses for a legislator, their immediate family or their staff. Additional information about lobbying activities is available in this publication from the Texas Ethics Commission: [http://www.ethics.state.tx.us/guides/lobby\\_guide.pdf](http://www.ethics.state.tx.us/guides/lobby_guide.pdf)

## Miscellaneous

**Is this grant project modeled on the work of any particular group or program?**

Although there are many self-advocacy groups and other groups using community organizing strategies, there was no specific program or group on which this project was modeled.

**TCDD's grant reporting processes require the ability to submit somewhat detailed written reports that might be difficult for a self-advocate with an intellectual disability to complete. Does this mean that TCDD is assuming that an organization that applies for this grant in collaboration with a self-advocacy organization will be serving as an intermediary between the self-advocate group and TCDD? If not, how would you suggest that organizations support self-advocates to do this?**

No, this is not assumed. TCDD grants staff provide assistance to all grantees – whether the grantee is a self-advocate with an intellectual disability or not – to understand the reporting requirements and how to complete paperwork. TCDD recommends that any individual or group requiring assistance beyond what TCDD staff are able to provide consider contracting with an organization or individual to support them to complete the reports if necessary (for example, individuals may choose to provide verbal reports to a support staff who could then type information into the required form). TCDD recommends that the self-advocates implementing this project be the ones to determine what supports they might need and how they would like those supports to be provided.