2022 Disability Services request for proposals responder conference – Innovation Grants

Responder conference / webinar
Feb. 22, 2022 – 3-4 p.m. CST
Provide information about the Innovative Solutions for People with Disabilities RFP (Innovation Grants) and provide an opportunity to have questions answered.
1. Welcome and housekeeping items
2. DSD Innovation Grants background
   o Legislation, service priorities, past and present grantees
   o 2022 funding available and grant terms
3. Requests for proposals (RFP)
   o RFP overview
   o Online application
   o Grantees’ requirements and reporting
4. RFP timeline
5. Question / answer
Housekeeping items and DSD Innovation Grants background

Jennifer M. Strei
Housekeeping items

• Please type your questions into the chat and we will address them at the end of this presentation.

• Oral answers given at this responders’ conference will be non-binding.

• We will post written responses to questions asked at this conference no later than March 9, 2022, on the DHS Open grants, RFPs and RFIs web page.
DSD Innovation Grants background

• Legislative action
• Service priorities
• Funding available
RFP and online application

Gaoly Yang, Ryan Merz, Betsy Taplin
1. Innovation Grant program: $1 million/year
   a) Integrated housing
   b) Competitive, integrated employment
   c) Direct care and support workforce
   d) Access culturally and linguistically appropriate services.

2. Individualized Grant Program: $300,000/year

3. Employment Provider Transition (EPT) Funds: $3 million/year ($6 million total)
Innovation Grant Program

- Innovative solutions to improve quality of life for people with disabilities
- New services/ideas to serve underserved populations or geographic areas
- Measurable outcomes within the grant period
- Services complement NOT supplant existing programs
- Sustainability

2022 Innovation Grants
Innovation Grant Program – services

Innovation grant program - $1 million/year

1. Integrated housing (statutory mandate)
   • Locate/secure integrated housing
   • Support choice
   • Participants owns, rent or lease
   • Provider has no interest in participant’s home

2. Competitive, integrated employment (statutory mandate)
   • Attain integrated/competitive employment
   • Support choice
   • At least minimum wage
3. Direct care and support workforce
   • Expand and retain direct care/support workforce
   • Improve/enhance trainings for direct care workers
   • Enhance direct care workforce data collection
   • Increase job satisfaction/wages and benefits

4. Access culturally and linguistically appropriate services
   • Help BIPOC individuals with disabilities access culturally/linguistically appropriate services to secure/maintain job, education, training, financial assistance, housing, social, health including mental health programs
   • Responder should reflect the diversity of the people they intend to serve and provide evidence of language and cultural competence of its organization
   • Proposal must align with CLAS standards
Individualized Grant Program
(formerly MicroGrant)

Individualized grant program - $300,000/year

• One responder will be selected to administer a state-wide program
• Provide one-time mini grant ($100 - $2,000) to help people achieve their personal employment and housing goals
• Participants must be receiving or eligible for HCBS waiver services
• Funds cannot supplant or duplicate existing resources
• Successful responder will collaborate with Disability Resource Center to determine participant’s eligibility requirement
Innovation Grant Program and Individualized Grant Program – who can apply

- Individuals
- For-profit and nonprofit organizations
- Local government units
- Tribal nations
- Community organizations
- Schools, colleges
- Businesses
• **Purpose:** Expand statewide provider capacity to support people in competitive, integrated employment and grow meaningful day supports

• **Eligible:** Currently enrolled HCBS waiver employment service providers who do not currently have an “issued” or “pending” 14c certificate through the U.S. Department of Labor

• **Award Amount:** We expect to award up to 30 contracts. Total available funding is $6 million over two years.
EPT Funds – uses

• Develop infrastructure to expand capacity for competitive, integrated employment and grow inclusive day support

• Clearly articulate the support needed, a project plan and how it will increase access to supports and the success rate of those supports for people with disabilities who receive waiver services as they transition to competitive employment

• One-time investment – looking for proposals that will have a sustainable impact after grant ends
### Comparing Innovation Grant Program and EPT Funds

<table>
<thead>
<tr>
<th></th>
<th>Innovation Grant Program</th>
<th>EPT Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yearly amount available</td>
<td>$1 million</td>
<td>$3 million</td>
</tr>
<tr>
<td>Anticipated contract dates</td>
<td>June 1, 2022, until May 31, 2024</td>
<td>June 1, 2022, to March 31, 2024</td>
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<tr>
<td>Eligible</td>
<td>Qualified responders</td>
<td>Waiver employment service providers (no 14c)</td>
</tr>
<tr>
<td>Uses</td>
<td>Innovative solutions in housing, employment, direct care, equitable/responsive services</td>
<td>Build infrastructure, expand competitive, integrated employment capacity</td>
</tr>
<tr>
<td>Award amounts</td>
<td>Greater than $50,000 per year</td>
<td>Not specified - up to 30 contracts</td>
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In section 2.1C of the RFP, we asked applicants to answer the following questions throughout the contents of the proposal. In order to simplify, we noted where to answer these questions in the online grant application system.

1. What actions has your organization already taken to end your use of subminimum wages and expand your capacity to support people in exploring, planning, finding and keeping competitive, integrated employment? [answer this question in Applicant Organization section of online application]

2. What steps does your organization still need to take in expanding your capacity to support competitive, integrated employment? How will EPT funds help in this expansion? Please include a summary of your business plan and goals for this expansion. [answer this question in the Project Goals section of online application]
3. Does your organization offer day support services? If so, how does building capacity to support people in meaningful day services integrate into your business transformation to expand capacity in competitive, integrate employment? [answer this question in the Project Goals section of online application]

4. What assistance does your organization want from the state or a state-appointed technical assistance firm in making this transition? [this is a separate question in the online application]
Online application process

• [DSD grants management system](https://www.grantinterface.com/Home/Logon?urlkey=mndisabilities)

• If you are new to our online grants management system, you must create an account to apply
Steps to apply, using the DSD online grants management system

1. Log onto the DSD online grants management system
2. Reference the DSD Online Grant System Guide
3. Create an account or log on
4. Scroll down on the APPLY page to see all the available RFPs; there are three opportunities for which you may apply.
2022 Innovation Grants
Steps to apply, using the DSD online grants management system, continued

5. Responders may choose to apply to a single or multiple grants; each requires a separate application.

6. When you are finished with the application, click SUBMIT. If any questions are left blank, you will not be able to submit the form.

7. Until you click on SUBMIT, you may save the form and come back and make edits anytime before the deadline.
Steps to apply, using the DSD online grants management system, continued

8. Complete and submit each proposal by the deadline
   • The system enforces the due date and time in fairness to all applicants; late or incomplete applications will not be considered.
   • Applications received outside of the online system will not be considered.
   • We encourage applicants not to wait until the very end, in case there are internet or systems issues on either end (applicant or state).
## Proposal components

<table>
<thead>
<tr>
<th>Proposal components</th>
<th>Possible points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Executive summary</td>
<td>Info. only</td>
</tr>
<tr>
<td>2. Description of the applicant organization</td>
<td>10 points</td>
</tr>
<tr>
<td>3. Description of target population</td>
<td>10 points</td>
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<tr>
<td>4. Project goals and objectives</td>
<td>20 points</td>
</tr>
<tr>
<td>5. Project activities and implementation plan</td>
<td>20 points</td>
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<tr>
<td>6. Equity</td>
<td>10 points</td>
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<tr>
<td>7. Evaluation plan</td>
<td>10 points</td>
</tr>
<tr>
<td>8. Budget proposal</td>
<td>20 points</td>
</tr>
<tr>
<td>9. Professional responsibility and data privacy</td>
<td>Pass/fail</td>
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**Total points**: 100 points
Required statements and forms

Applicants will be asked to complete and sign off on required statements and forms

• There are no points given for the required statements; however, you must respond to each statement/form, as directed.

• All questions must be answered or the system will not allow you to submit.

• You are able to save and come back to the application process at anytime prior to the deadline.

• TIP: Double check that your upload is signed, includes all pages of each form and you have included any required attachments.
Steps to complete and submit the required statements and forms

1. Follow the link to access the document.
2. Download the document.
3. If the document is a form, complete the required fields, as directed, and save the file.
4. If the document requires a signature, DHS accepts DocuSign electronic signatures, electronic signatures or scanned wet signatures for the required statements.
5. Save the signed form (perhaps on your computer desktop or in a computer file).
6. Go back to the application question that asked for the form and upload it by selecting the "Upload a file" button. Use the browse function to find the file.

**RESPONDER INFORMATION AND DECLARATIONS**

Read and complete the Responder Information and Declarations form. Sign and date the form and upload it here.

If you are required to submit additional information as a result of the declarations, include the additional information along with this form.

You may upload only one PDF file.

STATE reserves the right to fail a Responder in the event the Responder does not make a necessary disclosure in the Responder Information and Declaration.

**TIP:** Double check that your upload is signed, includes all pages of each form and you have included any required attachments.

[Upload a file] [3 MiB allowed]
3.2.9 – PROPOSAL COMPONENTS

9. Professional Responsibility and Data Privacy

3.3 – REQUIRED STATEMENTS AND FORMS

a. Responder Information and Declarations
b. Exceptions to Sample Contract and RFP Terms
c. Disclosure of Funding Form
3.3 – REQUIRED STATEMENTS AND FORMS, cont.

d. Human Rights Compliance
   i. Workforce Certificate
   ii. Equal Pay Certificate

e. Information Security Questions Form

f. Documentation to Establish Financial Stability
Reporting requirements & payments

• Data Collection: Persons Served & Demographic
  • Age, race, disabilities, waiver eligibility, county of residence

• Program Outcomes/Deliverables
  • Quarterly program progress

• Program Evaluation and Final Program Report

• Electronic Grant Management System (EGMS) - Invoices (monthly or quarterly)

• Site Visit (financial, legal compliance and program audits)
RFP timelines

• Friday, March 4, 2022, at 4 p.m. CST
  Deadline for submitting written RFP questions

• Wednesday, March 16, 2022, at 4 p.m. CST
  Application due. Online application closed.

• April 2022
  DHS notifies successful applicants (estimate)

• June 1, 2022
  Program start date (estimate)
Any questions?

Reminders

• Please type your questions into the chat.

• Oral answers given at this responders’ conference are non-binding.

• Written responses to questions asked at this conference will be posted no later than March 9, 2022, on the DHS Open grants, RFPs and RFIs web page.
Thank You!

All questions regarding this RFP should be emailed to DSD.Innovation@state.mn.us

For more information about the innovation grants, visit the Innovation grants website