



## Application Guidelines

Thank you for your interest in the CPC/UCEDD's Community Engagement Grant program. Applications for the 2019-2020 Grant Cycle are due on Friday, July 12, 2019. Awards are typically \$700 - \$1000. Please read the following information before submitting your application:

### Application Requirements

- Projects must align with at least one of the Community Engagement Grants areas of emphasis: spirituality and disability; sibling support and disability; physical and mental health promotion and disability.
- All awards for projects or project phases must be completed, and awards must be spent and reported on, by June 30, 2020.
- Applicants must complete and submit the online application form which will remain open until midnight on Friday, July 12, 2019.
- Applicants must have tax-exempt 501(c)(3) status as a non-profit organization as defined by the Internal Revenue Service. Tax ID number must be provided with the application.
- Geographical restrictions limit consideration of projects to only those developed and carried out in the state of Oregon.

### Areas of Exclusion

- Projects that do not address spirituality, sibling support, or health promotion for people who experience disability in Oregon.
- Funding for political campaigns, candidates, or legislation.
- Organizations or programs that are based and/or provide services to populations outside or Oregon.
- Endowments, organizational debt reduction, and administrative expenses.
- Funding for specific individuals and/or equipment for specific individuals.
  - Examples of *exclusion*: subsidies or donations to an individual recipient, such as one individual's service animal training fee; computer for a staff member or assistive technology for one participant
  - Examples of *inclusion*: fees for an individual to provide a service or activity related to the project, such as meeting facilitation or ASL translation for the community; equipment to make a community event more accessible to individuals who would be excluded otherwise, such as projector equipment or an iPad for feedback surveys

## Examples of Typical Past Projects

### Project Purpose/Goals:

- Trainings, for professionals, staff, parents, and/or people with IDD
- Technical Assistance for projects and programs
- Conferences, events, workshops, classes
- Needs or Impact Assessment, Feasibility Study
- Physical Access Improvement Projects

### Project Focus:

- Community or Family Education and Support
- Team sports, physical activity and exercise
- Cooking, food and nutrition
- Spiritual Awareness, Team-Building
- Data and Information, Quality Improvement
- Healthcare navigation and advocacy
- Physical Access and Inclusion

**Funding Range:** \$650-\$1000

### Budget Items:

- Event space, permits
- Speaking, teaching and facilitation services
- Equipment, supplies, materials
- Curriculum and product development
- Printing, promotion and advertising
- Travel costs necessary for project activities
- Scholarships
- Evaluation

## **Examples of how to include people with disabilities in your project or proposal development:**

- Needs assessment: Ask the community what they need. This can be done through surveys, focus group discussion, or other more casual conversations.
- Provide opportunity for people with disabilities to make project decisions, shape project goals, or lead project activities.
- Have your proposal reviewed by people with disabilities that are in the community you will serve.
- Seek input and provide participation incentives for attending project or proposal development meetings.
- Partner with organizations who serve the community in other capacities to find connection to the input you need.
- Reach out to self-advocate organizations including Oregon Self Advocacy Coalition (OSAC), Oregon Consortium of Family Networks (OCFN), and Oregon Council on Developmental Disabilities (OCDD).
- Ensure people with disabilities are represented on your organization's advisory board or board of directors, and solicit their input.