Application guidelines

Thank you for your interest in the UCEDD CPC's Community Engagement Grant program. Applications for the 2026-2027 Grant Cycle are due on Sunday, May 31, 2026. Awards are up to $2000. Please read the following information before submitting your application:

We will be funding three grant applications- Two community engagement grants will be awarded to a community partner project which focuses on promoting the health and wellness of people with disabilities. An additional community engagement grant will be awarded to a community partner that is an organization serving culturally specific communities (e.g. culturally or linguistically diverse communities, LGBTQIA+ communities, immigrant and refugee communities). This grant will support community partners in connecting with populations who experience disability. The application process for each award will be the same.

Application requirements

- Projects must promote the health and wellness of people with disabilities. Health and wellness can be thought of broadly, including:
  - Physical health and nutrition,
  - social health such as community and family connection,
  - and also spiritual, mental, and emotional health and wellness.
- Projects must be developed and carried out within the state of Oregon. We strongly encourage applicants to consider how they can reach underserved communities with their projects.
- Projects or funded project phases must be complete, and awards spent by June 30, 2027.
- 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.
- Applicants must complete and submit the online application form, which will remain open until midnight on Sunday, May 31, 2026.

Areas of exclusion

- Projects that do not ultimately benefit people with disabilities in Oregon
- Funding for political campaigns, candidates, or legislation
- Organizations or programs that are based, or provide services to populations, outside of Oregon
- Endowments, organizational debt reduction, and administrative expenses

- Funding for specific individuals 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
  - Alternatively, examples of _inclusion_: fees for an individual to provide a service or activity related to the project, such as meeting facilitation or ASL; equipment to make a community event accessible to individuals who would be excluded otherwise, such as projector equipment or a tablet for feedback surveys

Examples of some past projects

Project purpose or goals:

- Trainings, for professionals, staff, parents, or people with IDD
- Technical assistance for projects and programs
- Conferences, events, workshops, classes
- Needs or impact assessments, feasibility study
- Physical access improvement projects (for example, an entrance ramp)

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

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 activities

What makes a good application

Who will be making the decision on which projects to fund?

The Community Partners Council members, an advisory board of the OHSU University Center for Excellence in Developmental Disabilities, make the funding decisions. They are a group of individuals with disabilities, or are a family member of people with disabilities, or they work for an organization that serves people with disabilities. They place a strong value on people with disabilities having input about the programs and services that affect their lives.

Please see the **Tips for reaching and including underserved communities** tip sheet on the website for more ideas on how to include people with disabilities in your project and proposal.

How to make your application information more accessible:

- We strongly encourage the use of plain language (everyday words)
    - Avoid, or explain, less commonly known concepts and all acronyms
    - Write in an active voice ("We will use this to…" instead of "This will allow us to…")
    - Write clear, short sentences and concise paragraphs
    - Try this tool to simplify text: https://textbuddy.com/text-analyzer/
- Limit unnecessary background information, stay focused
- Write to an "outside" audience who does not know your organization or work
- Include a brief example where it makes sense instead of a technical explanation
- Check your reading level using Microsoft Word or online tools such as Grammarly