

## Call for Proposals (CFP)

Accessibility Projects: Projects to Promote Inclusion  
and Accessibility for People with Disabilities in BC

### Part One: Overview and Process

Disability Alliance BC (DABC) is a charitable not-for-profit society that has been active for over 40 years. DABC's mission is to support British Columbians with all disabilities to live with dignity, independence and as equal and full participants in the community. Its programs and services realize this mission through a variety of means. DABC staff provide direct assistance and support to people with disabilities to access income and health support programs including the Registered Disability Savings Plan, Canada Pension Plan Disability benefits, and provincial disability assistance benefits. DABC also promotes awareness of disability issues through its publications, community networks, social media, and quarterly magazine *Transition*. In addition, DABC undertakes and facilitates initiatives to reduce barriers and increase supports for people with disabilities through initiatives such as the the *Right Fit Pilot Project* which works to find housing for wheelchair users.

BC celebrated its first annual Accessibility Week from May 27<sup>th</sup> to June 2<sup>nd</sup> 2018. As part of the Province's goal to improve accessibility for people with disabilities in BC, DABC has been selected by the Ministry of Social Development and Poverty Reduction (MSDPR) to disburse funding to community based "Accessibility Projects" that focus on at least one of the following:

- Accessible employment and community connection;
- Accessible emergency planning and response;
- Accessible arts, culture and tourism;
- Accessible sports and recreation;
- Accessible education and learning;
- Accessible community participation.

We encourage you to share this CFP with other organizations in your networks.

### Funding and Disbursements

Following a community-based selection process DABC will disburse a total of \$450,000 to successful project proponents.

Project proponents may apply for a minimum of \$10,000 and maximum of \$40,000 per project.

## **Key Accessibility Project Dates**

1. Applications must be received by 4:30 pm, October 5<sup>th</sup> 2018. Late applications will not be accepted.
2. Funding will be disbursed to successful proponents between December 3<sup>rd</sup> 2018 and January 15<sup>th</sup> 2019.
3. Successful proponents will submit an interim written report to DABC by June 30<sup>th</sup> 2019.
4. Successful proponents will submit a final written report to DABC by February 7<sup>th</sup> 2020.
5. All projects must be completed by February 7<sup>th</sup> 2020.

## **Eligible Project Proponents**

BC-based not-for-profit organizations that operate primarily for community benefit and whose services are open to the public and not restricted to the organization's membership. Organizations do not need to be a registered charity, but must have a democratically elected volunteer Board chosen by its membership.

## **Application Process**

Project proposals must be submitted electronically and consist of:

- Completed Accessibility Project Application form
- Completed Outcome Logic Model using template provided
- Completed Project Budget using template provided
- Letter of Collaboration from Project Partner (if applicable)
- Two letters of reference

Application forms can be downloaded at:

<http://disabilityalliancebc.org/program/accessibilityprojects/>. Application packages are to be submitted via email using the subject heading **Accessibility Project 2018** to the attention of Myung Lee at [accessibilityprojects@disabilityalliancebc.org](mailto:accessibilityprojects@disabilityalliancebc.org).

Applications not submitted through this process will not be accepted.

## Part Two: Project Requirements

### Accessibility Project Requirements

Projects must have clear, tangible, measurable outputs and outcomes that promote accessibility and inclusion for people with disabilities. Convening or start-up projects are eligible, but must have reportable measurable outcomes.

As indicated in Part One of this CFP, proposed Accessibility Projects must advance at least one of the following specific objectives for British Columbians with disabilities:

- Accessible employment and community connection;
- Accessible emergency planning and response;
- Accessible arts, culture and tourism;
- Accessible sports and recreation;
- Accessible education and learning;
- Accessible community participation.

For the purposes of this CFP, DABC adopts a broad understanding of accessibility which includes any measures or initiatives that reduce barriers to full participation for people with disabilities in their communities or broader networks.

Proposals must clearly identify the following components of the project:

- The types of inputs (resources, dollars, time, staffing);
- The types of strategies and actions proposed;
- The types of outputs (number of individuals assisted);
- The types of outcomes expected (short-term);
- The types of outcomes expected (longer-term); and
- The types of indicators that will be used to assess the success of the project.

### Project Partnerships

Partnerships are encouraged; however, only one organization may apply for funding for each project. The applicant will be considered the project's lead organization and responsible for all the project's deliverables. A signed letter of collaboration is required from the secondary partner that clearly explains their role in the project and contribution to the partnership. This letter must be submitted with the completed application.

### Ineligible projects

The following types of projects are ineligible:

- Research studies or projects aimed at producing policy briefs that do not directly result in improved accessibility outcomes for people with disabilities; and

- Projects that provide or donate funds directly to people with disabilities other than for wages, contract fees, or expenses directly related to project participation.

## Short and Long Term Outcomes

Project proponents must clearly identify how their project will advance at least one of the short-term outcomes attached to the accessibility initiative type(s) they have selected. Proponents are strongly advised to email DABC at [accessibilityprojects@disabilityalliancebc.org](mailto:accessibilityprojects@disabilityalliancebc.org) to discuss their project if it does not include any of the listed outcomes to determine whether additional short-term outcomes will be accepted.

Accessibility Initiative Type	Short-Term Outcomes	Longer Term Outcomes (Examples for Reference)
1. Accessible employment and community connection	<ul style="list-style-type: none"> <li>- People with disabilities are supported and empowered in the workplace</li> <li>- People with disabilities receive knowledge, tools and resources that allow them to secure employment/volunteer opportunities and make more impactful contributions in the workplace</li> <li>- Workplace culture becomes more welcoming and inclusive of people with disabilities</li> </ul>	<ul style="list-style-type: none"> <li>- Improved employment/volunteering outcomes for people with disabilities</li> </ul>
2. Accessible emergency planning and response	<ul style="list-style-type: none"> <li>- Increased community awareness about the needs of people with disabilities in emergencies</li> <li>- Development of specific plans and strategies to support people with disabilities in emergencies</li> <li>- People with disabilities develop skills that will help them in emergencies</li> </ul>	<ul style="list-style-type: none"> <li>- Improved safety and security for people with disabilities</li> </ul>

<p>3. Accessible arts, culture and tourism</p>	<ul style="list-style-type: none"> <li>- The work of artists with disabilities is available to a larger audience</li> <li>- People with disabilities are empowered to create art or participate in cultural activities</li> <li>- Barriers that impede people with disabilities' ability to travel or participate in tourist activities are removed or reduced</li> </ul>	<ul style="list-style-type: none"> <li>- More people with disabilities are able to meaningfully engage in arts, culture, and tourism</li> </ul>
<p>4. Accessible sports and recreation</p>	<ul style="list-style-type: none"> <li>- People with disabilities are provided new or improved opportunities to participate in sports and formalized recreation activities</li> <li>- Sports and recreational programs are developed or adapted to better include people with disabilities</li> <li>- People with disabilities receive coaching or mentorship that increases their confidence and engagement when participating in sports or recreation programs</li> </ul>	<ul style="list-style-type: none"> <li>- More people with disabilities are able to participate in all levels of sport and recreation</li> </ul>
<p>5. Accessible education and learning</p>	<ul style="list-style-type: none"> <li>- People with disabilities are able to access educational opportunities that would not have been available to them otherwise</li> <li>- Educational programs are adapted or developed to address barriers to access for people with disabilities</li> <li>- Programs are developed that</li> </ul>	<ul style="list-style-type: none"> <li>- People with disabilities are able to access academic and other educational opportunities regardless of their disabilities</li> </ul>

	promote and further the contributions of scholars with disabilities	
6. Accessible community participation	<ul style="list-style-type: none"> <li>- New programs are developed that help promote greater community engagement and reduce isolation for people with disabilities</li> <li>- People with disabilities are better able to contribute to their communities</li> <li>- People in the community are empowered to create community spaces that are inclusive of people with disabilities</li> </ul>	<ul style="list-style-type: none"> <li>- Stigma and misconceptions about people with disabilities are significantly reduced or cease to exist</li> </ul>

## **Measuring Outcomes and Indicators**

Using the Outcome Logic Model template provided, project proposals must clearly identify how the success of the project will be measured by listing the indicators attached to the project's short-term outcomes. For example:

### **Accessibility Initiative Type: Accessible employment and community connection**

**Short-term Outcome:** People with disabilities are supported and empowered in the workplace

#### **Indicators:**

- Number of people with disabilities reporting they feel supported and/or empowered in the workplace (as a result of the project)
- Number of people with disabilities reporting increased employment or volunteering participation (as a result of the project)

## **Project Budget**

Using the Project Budget template provided, project proposals must provide a realistic and clearly defined budget. Project budgets must include detailed expenditures.

### Eligible and Ineligible Costs

Allowable costs include:

- Direct project operating and service delivery costs. For example: salaries, contract fees, project supplies, meeting and travel costs.
- 10% Administration fee

The following costs are ineligible:

- Project administration fees in excess of 10% of the total project budget;
- Shared costs, including rent and office supplies;
- Professional membership fees;
- Capital costs; and
- Any other costs not directly related to the project.

## **Proposal Evaluation**

Proposals will be evaluated by a review committee comprised of representatives from the following organizations:

- Disability Alliance BC
- BC Aboriginal Network on Disability Society
- Canadian Mental Health Association

- Inclusion BC
- Plan Institute
- SPARC BC

Projects will be rated out of a maximum of 150 points. In addition to the point scores awarded to the various applications, final consideration will be given by the team to diversity regarding region and disability focus of the applications with the highest scores.

### **Reporting Requirements**

Successful proponents will be required to submit interim and final reports using the templates that will be provided to them by DABC. The reports will comprise a narrative and a report back on the short-term outcomes listed in the Outcome Logic Model submitted with the application.

1. Interim report submitted by June 30th 2019
2. Final written submitted by February 7th 2020