

# Accessibility Project Grant 2020

## CALL FOR PROPOSAL (CFP)

*Promoting Inclusion and Accessibility for People with Disabilities*

### Part One: Overview and Process

#### Background

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 (RDSP), Canada Pension Plan Disability benefits, and provincial disability assistance benefits. They also help access financial supports through our Tax AID program and by assisting clients to apply for the Disability Tax Credit (DTC). 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 *Right Fit Pilot Project* which works to find housing for wheelchair users.

BC celebrated its first annual Accessibility Week from May 27th to June 2nd, 2018. As part of the Province's goal to improve accessibility for people with disabilities in BC, DABC was selected by the Ministry of Social Development and Poverty Reduction (MSDPR) to disburse funding to community based "Accessibility Projects." With the successful administration of the Accessibility Project 2018 and 2019, DABC was again selected to administer Accessibility Project 2020.

Accessibility Projects must focus on at least one of the following:

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

#### 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**

Key Date 1	Applications must be received by 12:00 pm (Noon), October 9, 2020. Late applications will not be accepted.
Key Date 2	Funding will be disbursed to successful proponents between December 3, 2020 and January 15, 2021.
Key Date 3	Successful proponents will submit an interim written report to DABC by June 30, 2021.
Key Date 4	Successful proponents will submit a final written report to DABC by February 4, 2022. All projects must be completed by February 4, 2022.

**Reporting Requirements**

Successful proponents will be required to submit interim and final reports using the templates that will be provided to them by DABC.

- Interim report submitted by June 30th, 2021
- Final written submitted by February 4th, 2022

**Eligible Organizations**

Eligible organizations must be 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.

**Ineligible Organizations**

National or international organizations may be eligible, but only if they have a base of operations in BC and sufficient capacity to deliver services in BC. Governmental organizations, including municipalities, are ineligible for funding. Organizations that have a real or perceived conflict of interest with DABC or organizations who have previously been awarded an Accessibility Grant are also ineligible.

**Application Package**

Project proposals must be submitted electronically and consist of:

- Application Form
- Project Budget
- Letters of Support
- Letter of Collaboration from Project Partner (if applicable): optional

Application Form	Without signature, the application will not be accepted
Project Budget	Any format other than given template will not be accepted

Letters of Support	Without signature or not having recipient name, the letter will be considered "incomplete"
Letter of Collaboration	The letter can be submitted if you have a partner. It's optional

Application forms can be downloaded at: <http://disabilityalliancebc.org/program/accessibilityprojects/>

### Application Deadline

All applications should be submitted via email using the subject heading "**AP 2020-Your Organization Name**" to the attention of Myung Lee at [ap@disabilityalliancebc.org](mailto:ap@disabilityalliancebc.org) by the deadline, **October 9 (noon), 2020**.

- Applications not submitted through this process will not be accepted.
- Applications submitted by fax or mail will not be accepted. If you have a visual impairment and require accommodations, please contact us in advance.
- Please do not submit any attachments other than those required;
- Late or incomplete applications will not be accepted.

### After Submission

- DABC will issue a confirmation by email. If you do not receive a confirmation, please communicate with DABC within 2 business days (no later than Wednesday, October 14th at noon). It is your responsibility to make sure your application was successfully submitted;
- You will not be able to revise your application after the deadline unless asked;
- Any late arrival of documents will be not accepted

### Inquiries

If you have a specific question about the application, you can reach Myung Lee, Accessibility Project Manager at [ap@disabilityalliancebc.org](mailto:ap@disabilityalliancebc.org) or 236-477-1717.

## Part Two: Accessibility Project Requirements

### Key Points of the Proposal

The application must highlight the community (**people with disabilities**) who will benefit from the project, and include the following information:

- **Who:** Who does the program benefit or who are the participants in the program? How many people with disabilities will benefit or participate? How many staff (people with or without disabilities) or volunteers will help deliver the program?

- **What:** What are the program activities and how will they be delivered? This question is exclusively about program activities that have been delivered continuously (or will be delivered) for a minimum of 12 months at the time of application.
- **When:** How often will the programs run? How many events, classes, workshops, sessions will be provided? In the timeline, the applicant should include a schedule of activities indicating dates/times.
- **Where:** Where will the program activities be delivered (e.g. an organization's own facility, a public facility, an outdoor location or various locations)?
- **How:** How will the program be delivered? How will the project prove to be innovative; using new technology, concepts, tools, forms?

### Accessibility Outcomes

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.

The Accessibility Projects must advance at least one of the following specific objectives for British Columbians with disabilities: Accessible employment; Accessible emergency planning and response; Accessible arts, culture and tourism; Accessible sports and recreation; Accessible education and learning; Accessible community participation.

Proponents are strongly advised to email DABC at [ap@disabilityalliancebc.org](mailto:ap@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 (Examples for Reference)	Longer Term Outcomes (Examples for Reference)
Accessible employment	<ul style="list-style-type: none"> <li>• 15 People with disabilities are supported and empowered in the workplace</li> <li>• Workplace culture becomes more welcoming and inclusive of people with disabilities (based on 90% positive survey responses)</li> </ul>	Improved employment and/or volunteering outcomes for people with disabilities in the Lower Mainland
Accessible emergency planning and response	<ul style="list-style-type: none"> <li>• Increased community awareness about the needs of people with disabilities in emergencies (based on 90% positive survey responses)</li> <li>• Development of specific plans and strategies to support people with disabilities in emergencies, which will directly benefit about 20 people with disabilities and indirectly benefit 200</li> </ul>	Improved safety and security for people with disabilities who have visual impairments in the Okanagan
Accessible arts, culture and tourism	<ul style="list-style-type: none"> <li>• The work of 20-30 artists with disabilities is available to a larger audience</li> </ul>	More youth with disabilities are able to meaningfully

	<ul style="list-style-type: none"> <li>20-30 people with disabilities are empowered to create art or participate in cultural activities</li> </ul>	engage in arts, culture, and tourism in Northern BC
Accessible sports and recreation	<ul style="list-style-type: none"> <li>50 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 75 people with disabilities</li> </ul>	More children with disabilities and families in BC are able to participate in all levels of sport and recreation
Accessible education and learning	<ul style="list-style-type: none"> <li>15-20 people with disabilities are able to access educational opportunities that would not have been available to them otherwise</li> <li>2 new educational programs are adapted or developed to address barriers to access for 40-50 people with disabilities</li> </ul>	Young adults with disabilities are able to access academic and other educational opportunities regardless of their disabilities in the Thompson area
Accessible community participation	<ul style="list-style-type: none"> <li>New programs are developed that help promote greater community engagement and reduce isolation for 200-300 people with disabilities</li> <li>500-600 people with disabilities are better able to contribute to their communities</li> </ul>	Stigma and misconceptions about people with disabilities are significantly reduced or cease to exist

### 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;
- Projects that provide or donate funds directly to people with disabilities other than for wages, contract fees, or expenses directly related to project participation;
- Previous projects that already received an Accessibility Grant.

### 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 optional 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.

## Part Three: Project Budget

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

Project budgets must include detailed expenditures. If you have other funding sources other than DABC, you need to provide the amount and funder's name in the extra page.

Eligible Costs Allowable include:

- Direct project operating and service delivery costs such as salaries, contract fees, project supplies, meeting and travel costs. Wage/compensation should be clearly explained with numbers, duration of employment, compensation. e.g. staff/contactors will be working on this project, e.g. 1.0 FTE @ 40 weeks @ \$ 25.00
- 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.

## Part Four: Evaluation and Selection

### Review Committee

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

- Disability Alliance BC
- Alzheimer Society of B.C.
- Community Living Society
- MOSAIC
- Spinal Cord Injury BC
- Technology for Living

However, the review committee members are subject to change.

### Review Process

Projects will be rated out of a maximum of 100 points. In addition to the point scores awarded to the various applications, final consideration will be given by the team to diversity regarding geographical region and disability focus of the applications with the highest scores.

## Part Five: Announcement

The successful projects will be announced by the end of November. We will inform applicants of the result of their application by email. However, the names of the successful projects will be publicly available on our website at <http://disabilityalliancebc.org/program/accessibility-projects/> after the evaluation/selection process.