

Accessibility Project Grant 2022

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), and run a free, confidential legal service for people with disabilities. 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. More information about their programs is available on their website: [DABC \(disabilityalliancebc.org\)](http://DABC(disabilityalliancebc.org))

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 distribute funding to community based "Accessibility Projects." With the successful administration of the Accessibility Project Grants in 2018-2021, DABC was again selected to administer Accessibility Project Grants in 2022.

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 evaluation and selection process, DABC will disburse a total of \$450,000 to successful project proponents.

Organizations may apply for a minimum of \$10,000 and maximum of \$40,000 per project. These are one time only grants.

Reporting Requirements

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

Key Dates

- Applications must be received by 12:00 pm (Noon), October 7th, 2022. Late applications will not be accepted.
- Funding will be distributed to successful proponents between December 3, 2022 and January 15, 2023.
- Successful projects will submit an interim written report to DABC by June 30, 2023.
- Successful projects will submit a final written report to DABC by February 2, 2024. All projects must be completed by this date.

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. 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 bodies, including municipalities, First Nations bands, and

public-sector organizations are not eligible as they are targeted by other funding streams. Organizations that have a real or perceived conflict of interest with DABC or who have previously been awarded an Accessibility Grant are also ineligible.

Application Package

Project proposals must be submitted electronically and consist of:

- Application Form: a signature must be included or the application will not be considered.
- Project Budget: must be submitted on the given template.
- Two letters of support from other organizations must be submitted. In addition, you may supply one additional letter from a client/potential project participant. These must each include a signature and be addressed to DABC.
- Up to two optional letters of Collaboration from Project Partners (if applicable) may be submitted. These must also include a signature and be addressed to DABC.
- All letters must be submitted as Word documents or pdfs. If they are submitted as Word documents, DABC takes no responsibility for the security of signatures that are included.
- We ask that you do not send any additional letters. Any other than the ones described above will not be considered

Application and budget forms, including ones that are accessible for screen readers, can be downloaded at:

<http://disabilityalliancebc.org/program/accessibilityprojects/>

Application Submission

- All applications should be submitted via email using the subject heading **“AP 2022 - Your Organization Name” to the attention of Accessibility Projects Coordinator at ap@disabilityalliancebc.org by the deadline of Friday October 7th 2022 at noon.**
- We encourage submission as pdf due to digital security issues around signatures included in the application. If you have any issues with conversion to a pdf, you may submit as a Word document, but by doing so confirm that you will not hold Disability Alliance BC responsible for anything that occurs due to lessened digital security.

- Applications not submitted through this process will not be accepted, including applications submitted by fax or mail.
- Please do not submit any attachments other than those required.
- Due to the high number of applications received, late or incomplete applications cannot 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 Tuesday, October 11th 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 to.

Inquiries and Application Support

If you have a specific question about your application, you can reach the Accessibility Projects Coordinator, Danielle Gauld, at ap@disabilityalliancebc.org. Please note that the Coordinator is not available by phone except when required for accessibility reasons or in exceptional circumstances where someone is unable to submit their inquiry by email. When possible, please limit communication to email.

We will also host online sessions during the application period where you will be invited to learn about the application process and ask questions. These will be held online on Tuesday Sept 27th from 11:30am-12:30pm and Monday Oct 3rd from 1:00pm-2:00pm Pacific Time. To be notified of any changes to these and how to participate, please sign up for the Disability Alliance mailing list here: [DABC \(disabilityalliancebc.org\)](https://disabilityalliancebc.org) (enter your email where it says "Sign up for Updates").

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 project benefit or who are the participants in the project? Include how the project will be inclusive of people with disabilities of diverse backgrounds (for example, IBPOC or 2SLGBTQIA+ communities, youth or seniors/elders, etc), and engage them throughout

the process. How many people with disabilities will benefit or participate? How many staff or volunteers will help deliver the project?

- **What:** What are the project activities and how will they be delivered? If the project is part of an ongoing program, please describe the activities specific to the project itself, and explain what innovation or expansion the grant would be funding.
- **When:** How often will the project activities run? How many events, classes, workshops, sessions will be provided? Include a schedule of activities.
- **Where:** Where will the project activities be delivered (e.g. an organization's own facility, a public facility, an outdoor location, online or various locations)? Are these locations accessible?
- **How:** How will the project be delivered? How will the project prove to be innovative, using new technology, concepts, tools, and/or 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; and/or accessible community participation.

Priority will be given to projects that illustrate progress toward longer term outcomes in addition to shorter term ones. However, particularly strong shorter-term outcomes will also be considered. If you are unsure whether the outcomes of your project fulfill these criteria, please reach out to ap@disabilityalliancebc.org to discuss this with the Coordinator.

Examples include:

Accessibility Objective: Accessible employment

- **Shorter Term Outcomes:** 15 People with disabilities are supported and empowered in the workplace. Workplace culture becomes more welcoming and inclusive of people with disabilities (based on 90% positive survey responses).

- **Longer Term Outcome:** Improved employment and/or volunteering outcomes for people with disabilities in the Lower Mainland.

Accessibility Objective: Accessible emergency planning and response

- **Shorter Term Outcomes:** Increased community awareness about the needs of people with disabilities in emergencies (based on 90% positive survey responses). 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.
- **Longer Term Outcome:** Improved safety and security for people with disabilities who have visual impairments in the Okanagan.

Accessibility Objective: Accessible arts, culture and tourism

- **Shorter Term Outcomes:** The work of 20-30 artists with disabilities is available to a larger audience. 20-30 people with disabilities are empowered to create art or participate in cultural activities.
- **Longer Term Outcome:** More youth with disabilities are able to meaningfully engage in arts, culture, and tourism in Northern BC.

Accessibility Objective: Accessible sports and recreation

- **Shorter Term Outcomes:** 50 people with disabilities are provided new or improved opportunities to participate in sports and formalized recreation activities. Sports and recreational programs are developed or adapted to better include 75 people with disabilities.
- **Longer Term Outcome:** More children with disabilities and families in BC are able to participate in all levels of sport and recreation.

Accessibility Objective: Accessible education and learning

- **Shorter Term Outcomes:** 15-20 people with disabilities are able to access educational opportunities that would not have been available to them otherwise. 2 new educational programs are adapted or developed to address barriers to access for 40-50 people with disabilities.
- **Longer Term Outcome:** Young adults with disabilities are able to access academic and other educational opportunities in the Thompson area.

Accessibility Objective: Accessible community participation

- **Shorter Term Outcomes:** New programs are developed that help promote greater community engagement and reduce isolation for 200-300 people with disabilities. 500-600 people with disabilities are better able to contribute to their communities.

- **Longer Term Outcome:** Stigma and misconceptions about people with disabilities are significantly reduced

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, honoraria, contract fees, or expenses directly related to project participation.
- A previously granted 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 the project's deliverables. Up to two signed letters of collaboration can optionally be submitted from the secondary partner(s) to explain their role in the project and contribution to the partnership.

Part Three: Project Budget

Using the Project Budget template provided, project proposals must provide a realistic and clearly defined budget with detailed expenditures. If you have other funding sources for this project in addition to DABC, providing full details of the project budget, including those funding sources, is optional but encouraged. A separate spreadsheet can be submitted in addition to the budget template if needed (maximum one page).

Eligible Costs

Eligible project costs include:

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

- An administration fee of up to 10% of the project budget.
- Please note: wages should reflect the living wage in your region. For information on living wages, please see: [Living Wages in BC and Canada - Living Wage for Families BC](#).
- Projects should be informed by the lived experiences of people with disabilities. If people with disabilities are actively providing feedback in your project, we encourage honoraria to compensate them for their expertise.

Ineligible project costs include:

- Project administration fees in excess of 10% of the total project budget.
- Shared costs, including rent and office supplies.
- Professional membership fees.
- Large capital costs: fixed one-time expenses to purchase or upgrade land, buildings, technology and other equipment. Smaller capital expenses and items with a shorter life span that are replaced on a regular basis will be considered on a case by case basis.
- Other costs not directly related to the project.

Part Four: Evaluation and Selection

Proposals will be evaluated by a review committee comprised of representatives from BC disability organizations. 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 to diversity of projects regarding: geographical region, accessibility initiative category, disability focus, and inclusivity of people with disabilities of diverse backgrounds.

Part Five: Announcement

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