

**REQUEST FOR APPLICATIONS
INFORMAL SOLICITATION
FOR INCLUSIVE FACILITY GRANTS
WITH
TENNESSEE DEPARTMENT OF INTELLECTUAL AND DEVELOPMENTAL DISABILITIES**

I. STATEMENT OF INTENT:

The State of Tennessee, Department of Intellectual and Developmental Disabilities, hereinafter referred to as the Department, intends to award grants for the FY 2024. These funds are to be awarded to government entities and 501(c)(3) nonprofit organizations across the state on a competitive basis for the purpose of creating inclusive parks, playgrounds, and other facilities for children and adults who have intellectual and developmental disabilities. The maximum amount awarded for each grant shall be \$500,000.

II. GENERAL INSTRUCTIONS:

A. Submission of Grant Application:

1. DIDD is asking for applications to be submitted digitally, via email, to:

Eli Rousey | Contract Manager
UBS Bldg. 8th Floor
315 Deaderick Street, Nashville, TN 37243
Phone: 615-804-2669
Eli.T.Rousey@tn.gov

2. The grant application shall be received at the above listed e-mail addresses no later than 4:00 p.m. (Central Standard Time), June 30, 2023.

B. Schedule for Grant Application Evaluation and Award:

1. Notice of Request for Applications	May 22, 2023
2. Final date for questions from Applicants	June 19, 2023
3. Grant Applications are submitted to the DIDD	June 30, 2023
4. Evaluation Team completes the evaluation and submits recommendations	July 28, 2023
5. Notification and clarifications between the Department and prospective Grantees completed	August 18, 2023
6. Projected grant start date	September 1, 2023

Note: The Department reserves the right to adjust this schedule as it deems necessary, at its sole discretion.

C. All communications in reference to this Notice shall be directed to:

Eli Rousey | Contract Manager
UBS Bldg. 8th Floor
315 Deaderick Street, Nashville, TN 37243
Phone: 615-804-2669
Eli.T.Rousey@tn.gov

D. Grant Duration:

The Department intends to distribute the grants one-time as non-recurring funds to each recipient during fiscal year 2024 (July 1, 2023 – June 30, 2024).

*Subject to change dependent on applications received.

E. Funds Available:

Each grantee will be awarded a maximum of \$500,000 from the Department of Intellectual and Developmental Disabilities to be used for the purposes of creating inclusive parks, playgrounds, and other facilities for children and adults who have intellectual or developmental disabilities. The State has a maximum total allocation of \$2,500,000.00 for Inclusive Facilities.

Funds will be distributed as cost are incurred by the Grantee in keeping with the cost reimbursement format.

F. Grantee Selection:

The Applications will be collected and evaluated based on the top scores and funding availability.

III. SCOPE OF SERVICES REQUESTED:

A. Services to be Provided or Procured:

See Attachment A - *Proforma* Grant Contract

B. Primary Focus of the Inclusive Facility Grant:

The primary focus of the grant is to create inclusive parks and playgrounds across the state of Tennessee for children and adults who have intellectual and developmental disabilities.

IV. GRANT APPLICATION FORMAT:

- A. The grant application must address all portions of this Notice as set forth herein; however, proposers may retype and/or duplicate the forms for grant application submission, provided the revised format remains in order prescribed and addresses all of the Department's required information which appears in the Department's prepared forms.
- B. The Department reserves the right to request clarification or corrections to grant applications, to reject any and all grant applications or to cancel this Notice in its entirety at the Department's sole discretion. Any grant application received which does not meet these General Instructions may be considered to be "Non-Responsive" and the grant application may be rejected. Any rejection or acceptance of applications is at the sole discretion of the Department.
- C. The Department reserves the right to further clarify and/or negotiate with the best evaluated grant applications, subsequent to award recommendation but prior to contract execution, if such is deemed necessary at the discretion of the Department.

V. MODIFICATIONS FOR GRANT:

Any and all changes made to an awarded grant must be submitted to DIDD for approval prior to implementing changes.

VI. SUBJECT TO FUNDS AVAILABILITY:

The award of a grant contract under this Grant Application is subject to the appropriation and availability of State and/or Federal funds.

**TENNESSEE DEPARTMENT OF INTELLECTUAL AND DEVELOPMENTAL
DISABILITIES**

PROGRAM APPLICATION

APPLICANT NAME: _____

APPLICANT
ADDRESS: _____

STREET

CITY

ZIP CODE

DIRECTOR: _____

APPLICATION PREPARED BY: _____

POSITION OF PREPARER: _____

PHONE NUMBER OF PREPARER: _____

E-MAIL ADDRESS OF PREPARER: _____

FEDERAL EMPLOYER ID NUMBER: _____

QUALIFIED ORGANIZATION

Y/N

Please indicate that your organization is a governmental entity or a 501(c)(3) nonprofit.

AVAILABLE LAND AND SPACE

10 POINTS

INSTRUCTIONS:

In this section, provide proof that you currently possess the necessary land to build an inclusive playground, park, or facility. This facility should be open to the community. The Grantee should have enough land and space available to make the facility wheelchair-accessible and inclusive to people with all types of disabilities while also providing ample equipment for children to play and learn freely.

INCLUSION AND COMMUNITY

50 POINTS

INSTRUCTIONS:

The purpose of this grant is to provide children and adults with intellectual and developmental disabilities a safe place to play and learn alongside others who may or may not have disabilities as well. These parks and playgrounds should be rooted in family involvement, community engagement, inclusion, and empowerment. Each successful grantee must include, as a part of its grant application, a method for assuring the ability of their playground, park, or other facility to include people with and without disabilities alike into the activities that take place there.

In this section provide information on how your agency will create and maintain inclusion and community engagement. Describe how the agency will assure that the facility will be available to community members with varying types of disabilities.

PLAN OF OPERATION

30 POINTS

INSTRUCTIONS:

In this section, describe an outline of how your agency will create this playground, park, or facility.

1. Construction

Provide an outline of construction and assembly plans for the playground, park, or facility. Along with this outline, provide rationale for the design and reasoning behind constructing the facility this way. Explain how this design and construction will help include people living with disabilities.

2. Equipment and Materials

Provide an overview of what equipment and materials will be necessary for the playground, park, or facility. Additionally, include an outline of expected maintenance on this equipment and materials, along with the estimated costs associated with that maintenance and estimated frequency at which maintenance will need to take place.

3. Staff and Maintenance

Create a list of positions that will be necessary to oversee this playground, park, or facility. This list should include hourly pay rates along with the number of hours each position is expected to work.

BUDGET AND FINANCIAL ACCOUNTABILITY 10 POINTS

INSTRUCTIONS:

In this section, explain how your agency will complete this playground, park, or facility with the allotted dollar amount. Provide an outline of what you plan to purchase along with the use of each item.

SCORE CARD

Applicant Name: _____

Applicant Contact Information _____

Application Components

Rubric Items	Maximum Score	Score
Qualified Organization	Y/N	
Available Land and Space	10	
Inclusion and Community	50	
Plan of Operation	30	
Budget and Financial Accountability	10	
Total	100	

For State use only

DIDD Evaluator: _____