



## Grant Application

Applications are due by **11:00 pm on May 5<sup>th</sup>, 2019**



## Living Well Grant Timeline

| Activity:                         | Date:                                    |
|-----------------------------------|--|
| Application Released              | Wednesday, March 27 <sup>th</sup> , 2019 |
| Application Due                   | Sunday, May 5 <sup>th</sup> , 2019       |
| Notice of Award/Start of Contract | Wednesday, May 15 <sup>th</sup> , 2019   |
| End of Contract                   | Thursday, May 14 <sup>th</sup> , 2020    |
| Project Kickoff Meeting           | Thursday, June 6 <sup>th</sup> , 2019    |
| Consortium Meeting                | Wednesday, July 24 <sup>th</sup> , 2019  |

## What is a Living Well grant?

The Wisconsin Board for People with Developmental Disabilities (BPDD) is one of five states to receive a Project of National Significance award from the federal Administration on Community Living. This five-year project, Model Approaches for Living Well, seeks to strengthen Home and Community-Based Service (HCBS) systems and promote the health, safety, independence, and community participation of people with intellectual and developmental disabilities (I/DD).

Wisconsin will work with a broad coalition of stakeholders to:

- Support professionals working directly with people with disabilities;
- Promote the leadership of self-advocates and families;
- Promote the use of evidence-based and promising practices such as supportive decision making, person-centered planning, and competitive integrated employment;
- Address abuse and rights violations in the HCBS delivery system; and
- Increase the capacity of states to provide HCBS in integrated settings.

WI BPDD's Living Well project will select five pilot sites that will test promising strategies to promote health, safety, independence and community participation of people with disabilities, while improving community monitoring to prevent abuse, neglect and exploitation.

The Living Well project intervention prioritizes equipping individuals with I/DD and the people who spend the most time with them—families and direct support professionals—with the skills and resources to improve informed choice and the ability to self-monitor situations to prevent abuse and neglect. The Living Well pilot sites will engage local communities to promote inclusion, elevate societal expectations and expand natural relationships.

The Living Well project will include the following activities:

- Conduct and review an organization self-assessment to obtain data at baseline and over the course of the intervention.
- Work with grant coaching staff to identify a minimum of 20 HCBS participants who will participate in the Living Well grant intervention activities. Participants chosen should have diverse service needs.
- Develop an action plan based on findings from the agency self-assessment.
- Implement organizational action plan along with the model approach identified by Wisconsin's Living Well grant, including but not limited to:
  - a) Training and mentoring direct support professionals
  - b) Hosting self-advocacy workshops with People First Wisconsin
  - c) Developing a peer network (also with the support of People First WI)
  - d) Hosting family education events and developing a family network
  - e) Facilitation opportunities for Personal Futures Planning
  - f) Participating in community resource mapping to identify existing local opportunities, relationships and connections.

- g) Utilizing resources to identify risk and safety across community settings
- h) Providing pilot participants with community-based services to build a meaningful life and to obtain competitive, integrated employment
- i) Hosting annual community conversation events
- Participate in project consortium meetings three times per year.
- Participate in quarterly learning collaborative calls.
- Engage in bimonthly site visits with grant coaching staff.

Living Well/WI BPDD will provide five organizations/groups with technical assistance, training, and project funds of \$10,000 (for each grant site) each year for the four-year grant period to successfully implement Living Well strategies at their organization/group. Continued funding will be contingent upon timely fulfillment of grantee requirements listed below.

**What are the Living Well grantee requirements?**

- Engage in all activities listed above.
- Develop and implement an action plan for service transformation.
- Maintain ongoing communication and collaboration with coaching team and program staff through the contract period.
- Engage in project evaluation and data collection, including participant interviews, on-line surveys, capturing and reporting program data.

**Who can apply?**

Any organization or group that supports individuals with I/DD who are participants in Long-Term Supports and Services (LTSS) in Wisconsin may apply for the grant (e.g. direct provider agencies—vocational, residential or both; family led groups; self-advocacy groups). Managed Care Organizations (MCOs) and IRIS Consult Agencies (ICAs) are also encouraged to apply. MCOs and ICAs should identify provider groups with whom they will work explicitly in the application (Question 5). Multiple entities may collaborate on an application. It is expected that a successful applicant will actively involve the following stakeholders throughout the process:

- Individuals with disabilities
- Families
- Broader community
- Residential and day/employment support providers
- MCOs or ICAs
- County children’s long-term care supports coordinator (when appropriate)

The pilot sites are encouraged to engage other stakeholders on their teams such as school districts, local rehabilitation counselors, local businesses, civic groups, and others.

### **What do you get from the grant?**

Each grant recipient will receive a grant of \$10,000 per year for four years. These funds are designed to support the development and implementation of the intervention package outlined in the grant as well as any additional activities to improve health and safety for people with I/DD living in the community. Typical expenses might include but are not limited to the following: staff buy out time to attend trainings; registration, food and mileage reimbursement for trainings; costs for hosting community events and other outreach activities. Grant funds may not be used to purchase equipment such as laptops or cellular phones.

Each grant recipient will be expected to work closely with a coaching and mentoring team that will include subject matter experts in topical issues. Coaching and mentoring teams will provide hands-on training, support and coaching on all elements of the intervention package and help to ensure fidelity. They will individualize supports based on each recipient's specific priorities and needs.

### **How do you apply?**

- Submit a **completed application form by e-mail (preferred method)** to Allison Kelly at [allison.kelly@wisconsin.gov](mailto:allison.kelly@wisconsin.gov) by **11:00 pm on May 5th, 2019**.
- To submit via **fax**, fax your application materials to (608) 267-3906
- To submit via **ground mail**, send your application materials to:

Living Well Grant  
c/o Allison Kelly  
101 E. Wilson St., Rm 219  
Madison, WI 53703

### **How will the projects be chosen?**

- Applications will be reviewed and scored by a **review team of at least 3 people**.
- Each member will read and score each proposal independently, discuss each proposal jointly, and then **submit final results for tabulation**.
- The quantitative score from each member will be averaged and a final score will be assigned to the proposal. Scores will be **ranked from highest to lowest scores**. The **highest ranked proposals** will be chosen to be involved in the Living Well initiative.

If you **need application materials in an alternative format and/or language**, contact:

Allison Kelly at (608) 266-5038 or [allison.kelly@wisconsin.gov](mailto:allison.kelly@wisconsin.gov)



## Living Well Grant Application

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**The completed application is due by 11:00 p.m. on May 5<sup>th</sup>, 2019.**

Late applications will not be accepted.

**Applicant(s) Name:**

**Organization(s):**

**Lead Contact Information**

**Name:**

**Address:**

**Telephone:**

**Email address:**

**Please provide a written response to the questions below (not to exceed 8 single spaced pages total).**

1. Why is your group or organization interested in participating in the Living Well project? What assets and experiences does your group or organization have that make you a strong candidate for the Living Well grant?
  
2. Describe the services and supports that your organization currently provides. What efforts has your group/organization already taken to move toward integrated, community-based services?
  
3. List the staff you will involve in the Living Well grant and their role(s) in the project.

4. What outcomes would you like to achieve by participating in the Living Well Grant? How would individual participants' lives change?
  
5. What do you feel will be your group or organization's greatest challenge(s) to implementing the intervention package and moving toward strengthened community-based supports? How will you address the challenge(s)?

*If chosen for the grant, as a Living Well grantee, I agree to:*

|  | Yes                      | No                       |
|--|--------------------------|--------------------------|
| 1) Receive technical assistance and coaching from a WI BPDD Living Well grant coaching staff.  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2) Implement the Living Well intervention package with at least twenty individuals with intellectual/developmental disabilities.   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3) Work with project staff to evaluate the impact of project activities on the lives of participants in the project. (This may involve being interviewed by project staff, having some project activities videotaped or photographed [with permission] and sharing feedback through surveys or other data collection methods.) | <input type="checkbox"/> | <input type="checkbox"/> |
| 4) Participate in learning collaborative calls (quarterly), project consortium meetings (three times per year) and site visits with coaching staff (bimonthly).  | <input type="checkbox"/> | <input type="checkbox"/> |

Lead Contact Signature:

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Name and Title (printed):

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Date:

Organization Leadership Signature:

\_\_\_\_\_

Name and Title (printed):

\_\_\_\_\_

Date: