



GRANTS AND CONTRACTS COMMITTEE

Monday, May 10, 2021

2:00 P.M. – 3:30 P.M.

3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

MINUTES

The Grants and Contracts Standing Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened virtually Monday, May 10, 2021. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present	
Monica Cooper, Chairperson	Michael Coen
Bianca Demara	Kelly Roberts
Wendy Parent-Johnson	

Members Absent
Steve Freeman

Staff	Guests
Lani St. Cyr, Staff	
Marcella Crane, Staff	
Erica McFadden, Staff	

A. Call to Order/Welcome

Chairperson Monica Cooper welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Grants and Contracts Committee meeting. The meeting was called to order at 2:02 p.m. Roll call and participant introductions were completed.

B. Minutes from March 5, 2021 Meeting

Chairperson Monica Cooper asked members if they had a chance to review the minutes and if there were any changes. No changes were requested. Monica asked for a motion to accept the minutes as written. Motion was made by Bianca Demara; seconded by Kelly Roberts. The motion carried.

C. Fiscal/Contract Updates

Lani St. Cyr reviewed the ADDPC Financial Update. The Council has fully obligated FY 2019 funds by the original September 2020 deadline, but must ensure all work is completed and the remaining \$242,000 is spent by September 30, 2021.

For FY 2020 there is approximately \$830,600 in funding remaining to be spent. The Administration for Community Living is providing a one-time no cost extension for FY 2020 funds. Under this directive the obligation and project periods will be extended through September 30, 2022. The liquidation of funds and final reports will need to be completed by December 31, 2022. There currently is no extension for FY 2021 funding

The Council has received the full allotment for FY 2021, in the amount of \$1,500,930 and there is approximately \$539,800 remaining to be obliged by September 2022. The Council has already identified projects for these funds and has contingency projects to cover contract awards that are not fully spent.

The Council has received an additional award in the amount of \$84,288 for COVID-19 specific projects. These funds will be tracked and reported on separately. The funds must be obligated, and work completed by September 30, 2022.

Next, the Council Funded Projects sheet showed the addition of projects reviewed and voted on during the last Full Council meeting. These include the year two renewal of Sonoran UCEDD's Transition in Action Clinic as well as the two new projects that came out of the last Request for Information including the Sonoran UCEDD's Online Healthcare Learning Modules and NAU/IHD's Technology Enabled Employment project. This sheet also reflected a 3-month no cost extension that was granted to the Sonoran UCEDD for the Sexual Abuse Research project.

Finally, the Budget Recommendation document showed items to be funded based on the workplan recommendations. The two Request for Grant Applications (RFGAs) to be discussed and voted on were highlighted on the document. The budget amount for career exploration for parents and kids has been removed per the discussion at the last Full Council Meeting. Also, there is a \$48,530 surplus chowing for projects with 2021 funds. We anticipate projects will not fully spend their award amounts, so contingency project can be considered. The goal is to have FY 2021 funding fully obligated in the first year, so projects can be completed in the second.

D. The ARC of Arizona-Request for Grant Application- Coalition Coordinator

Marcella Crane gave an overview of the competitive grant solicitation to support the work of the Council, agency, and community stakeholders to address sexual violence/abuse towards people with I/DD. The Community of Practice (CoP) was formed two years ago, known as the Arizona Sexual Violence & I/DD Response Collaborative. The CoP meets to address how to strengthen the systems for better access to and increase the monitoring,

detection, prevention, and survivor support efforts around the state to better promote safety and well-being of individuals with I/DD of all ages. The ADDPC currently serves as the lead facilitator of the CoP; however, this RFGA is meant to fund a qualified organization to take the primary responsibility of lead facilitator and to reengage the current members, seek new members, develop a strategic plan, conduct training, and develop resources for hosting on an efficient website. Numerous other tasks and eligibility criteria was outlined in the RFGA.

The ARC of the United States/The ARC of AZ was the only proposal received for this RFGA in the amount of \$90,000. Key staff with The Arc of the U.S. and The Arc of AZ will work together over the contract period to assess the current CoP collaborative by seeking information from the current members (by surveys and focus groups) to determine how best to take their ideas on what's working, and what needs to be changed to move forward with a updated five year strategic plan, recruit new members that represent self-advocates, family members, and representatives from tribal, the legal, law enforcement, and healthcare professionals. The grantee will also work with two organizations (to be determined as it will be the CoP's decision) that represents the Latino and Tribal communities. All decisions and tasks that are a requirement to fulfill by the end of the first year of funding will be made by the collaborative. Other tasks that are required to be completed include: a minimum of one training to the collaborative and/or to outside groups, development of or establishment of the central repository of all materials developed by the collaborative, including training materials. The ARC of AZ will take on that responsibility, and development of benchmarks and outcome performance measures to track the effectiveness of their work. There were no questions or discussion from the Committee on the proposal.

Chairperson Monica Cooper called for a motion to approve the Coalition Coordinator proposal submitted by The ARC of AZ in the amount of \$90,000. Motion was made by Kelly Roberts; seconded by Michael Coen. The motion carried.

E. ACESDV-RFGA Proposal- Education of Reducing & Responding to Abuse

Marcella Crane gave an overview the competitive grant solicitation released to support the work the Council is undertaking to address the increased likelihood people with I/DD will experience abuse and exploitation. The field of services and supports for people with I/DD, as well as people with I/DD themselves and the public need to better understand when and how abuse and exploitation occurs in this vulnerable population, what to do if it happens, and how better to support people to help them heal.

The objective of this RFGA is to increase education efforts around the state to help stakeholders, including people with I/DD, to better identify, respond to and/or prevent abuse. Any proposed project must include the coordination and delivering and dissemination of continuing education materials, development of materials on abuse recognition, prevention, reporting, and support to any of the following target populations.

Four proposals were received under this solicitation and the outside Evaluation Committee recommended two for funding. The first is ACESDV in the amount of \$27,942.

ACESDV will expand and modify current curricula they have developed on appropriate responses to sexual abuse survivors with disabilities to use for educating providers that serve people with I/DD, including staff at group homes, day treatment centers, independent living centers, community-based advocacy organizations and long-term care facilities. Additional materials will be developed that include materials on updating organizational policies to protect survivors and anti-retaliation language. ACESDV will conduct one in-person training, two live webinars and will record one 4-hour training to be made available on their learning management system. Pre/Post tests and 3-month follow up survey will be conducted to assess knowledge change. The expected number to train is 100 during the contract period.

Kelly Roberts had a question about the curriculum ACESDV would be using and if there was a sample. It was determined that samples of the curriculum were not a requirement of the original solicitation, so they were not included as part of the proposal. There was further discussion of existing curriculum already being used and staff offered to reach out to ACESDV to get a sample of what they would be modifying and using. There was also discussion about whether or not to proceed with a vote without the sample curriculum and it was decided by the committee to move forward with voting without the curriculum and a follow up request for a sample would be made and included in the minutes and can be found below:

Curriculum

- (a) dynamics of sexual abuse in the I/DD community, including prevalence, risk factors, and barriers to seeking help
- (b) the traumatic impact of sexual violence and how to recognize indicators of sexual abuse including among non-verbal populations
- (c) trauma-informed responses to abuse disclosures, including communicating in plain language with survivors about their victimization experiences, service options, and reporting
- (d) reporting considerations, including mandatory reporting requirements and the process for reporting abuse to investigative agencies
- (e) organizational policies to protect survivors and their wellbeing, including anti-retaliation language
- (f) local resources for sexual abuse survivors with disabilities
- (g) prevention strategies including healthy relationship dynamics, sexuality, and consent. Attendees will acquire tangible techniques and tools for preventing, recognizing, and responding to abuse in a manner that mitigates additional trauma. The content will be successful in improving individual and institutional responses to sexual violence, as it is empirically-informed and rooted in nationally- recognized best practices for providing attendees with a comprehensive and holistic approach to sexual abuse among people with I/DD.

Noteworthy, one of the largest additions to this curriculum will be parts (b), (d), and (e).

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Chairperson Monica Cooper called for a motion to approve the ACESDV proposal in the amount of \$27,942. Motion was made by Michael Coen; seconded by Wendy Parent-Johnson. Kelly Roberts abstained from voting. The motion carried.

F. Prevent Child Abuse Arizona- RFGA Proposal-Education of Reducing & Responding to Abuse

Marcella Crane reviewed the proposal submitted by Prevent Child Abuse Arizona in the amount of \$36,380. They will be partnering with Differently Abled Mothers Empowered Society (DAMES) Charities to create a child abuse prevention strategy that targets families of children with disabilities. Prevent Child Abuse Arizona and DAMES will supplement the curriculum of Strengthening Families Protective Factors Framework to create a presentation designed to strengthen families and prevent child abuse within the disability population. The target group includes parents and grandparents of children with disabilities and organizations that serve the disability community. Trainings will take place both in Maricopa and Pima counties, with a goal of reaching 150 families (80 families and 80 grandparents) and at least six disability organizations.

Chairperson Monica Cooper called for a motion to approve the Prevent Child Abuse Arizona proposal in the amount of \$36,380. Motion was made by Kelly Roberts; seconded by Bianca Demara. The motion carried.

G. Adjourn

Chairperson Monica Cooper called for a motion to adjourn the meeting. Motion was made by Kelly Roberts; seconded by Wendy Parent-Johnson. The motion carried; meeting adjourned.

Dated this 13th day of May 2021
Arizona Developmental Disabilities Planning Council