



Maryland Developmental  
Disabilities Council  
EMPOWERMENT • OPPORTUNITY • INCLUSION

## Small Grant Opportunities for Residential Providers of Services and Supports for People with Intellectual and Developmental Disabilities

### **Background & Purpose:**

COVID-19 is a disease caused by a respiratory virus first identified in Wuhan, Hubei Province, China in December 2019. COVID-19 is a new virus that hasn't caused illness in humans before. Worldwide, COVID-19 has resulted in thousands of infections, causing widespread illness.

The COVID-19 pandemic is creating unprecedented responses by federal, state, and local governments that impact the lives of all Marylanders, including people with developmental disabilities and their families. Specifically, the pandemic has resulted in statewide requirements to engage in social distancing, self-isolation, and quarantine. As a result, many providers closed day programs, instituted shelter in place rules, and took other actions necessary to protect the health and safety of the people with developmental disabilities. As a result, more people will be isolated, away from friends and family, and many interactions people normally engage in have or will cease.

These changes are very difficult for many people to understand. Having a change in a long-standing routine, limits on preferred activities, social isolation from friends and loved ones, and increased restrictions of movement are major sources of anxiety for many and particularly for people who have difficulty understanding the rationale behind the changes. Certain activities can promote socialization, lessen feelings of isolation, and help pass the time. Relaxation aids such as aromatherapy, tactile and proprioceptive aids such as vibrating items and weighted blankets, visual items such as books, movies and video games, auditory items such as musical instruments; all help to maintain and promote socialization and alleviate stress and anxiety.

The Arc Maryland is now accepting applications for a **Small Grant Opportunity: Engagement and Comfort during the COVID-19 Pandemic**. This opportunity is possible with funds provided by the Maryland Developmental Disabilities Council and is open to community-based organizations that provide supports to people with developmental disabilities who have been affected by the statewide Coronavirus response.

Ultimately, this initiative seeks to identify effective strategies that people with developmental disabilities, families, and provider agencies can institute to ensure people continue to engage with peers during this period of social distancing and isolation. Funds are available to meet the needs of people with developmental disabilities and their families during this pandemic.

In the capacity of a grant reviewer/small grant administrator of this Small Grant Opportunity, The Arc Maryland is tasked with soliciting, reviewing, and awarding applications to community-based organizations interested in purchasing items, such as those listed above, to be used by people with disabilities during the Coronavirus pandemic.

Items considered for funding through the Small Grant Opportunity include but are not limited to:

- Activities to remain engaged during social distancing, such as, but not limited to, board games, game consoles, word-search books, art supplies, and puzzles;
- Items that alleviate anxiety due to social distancing, such as vibrating items, bean bag chairs, weighted blankets, aroma-therapy items, tactile stimulation, and other sensory-need items; and,
- Other items needed for people experiencing social isolation

Items may be purchased for single recipients or for use by more than one individual and are intended to promote increased socialization, anxiety-reduction, and increase positive shared experiences. Grants shall be awarded for proposals of \$500 to \$2,500 as approved for funding by The Arc Maryland's Grant Committee, in consultation with the Maryland Developmental Disabilities Council.

The Arc Maryland and the Maryland Developmental Disabilities Council will host an information conference call on Wednesday, March 18 at 9:00am to answer questions from interested applicants about the Provider Small Grants Program, use of funds, the expedited application process, expedited reimbursement process and more. If you would like to participate in the call, please contact Luc Chausse at [lchausse@thearcmd.org](mailto:lchausse@thearcmd.org)

If you are unable to reach Mr. Chausse, please call (443) 851-9351 and leave a message with your name, organization, spelling of your email address and phone number.

The Arc Maryland, through its solicitation attempts, shall endeavor to secure state-wide impact of the fund, and shall make awards throughout the state (Eastern, Southern, Central and Western regions).

## FAQs

### **What is the average Grant Award Amount?**

The average grant award amount is expected to be between \$500 and \$2,500 depending on proposal and demonstrated need. No grant requests over \$2,500 will be considered.

### **When is the Request for Funding Proposals open and when is the deadline for proposals?**

The RFP opens directly after the information session on March 18. The deadline for proposals is 5 PM on March 23<sup>rd</sup>.

Any proposals received after 5 PM on March 23<sup>rd</sup> will be put on a wait list, and may be considered if any funding is available after the first round of proposal evaluations and decisions are made.

### **When will decisions be made and awardees notified?**

Applicants will be notified via email within 24 hours of receipt of a completed application. Decisions are made by The Arc Maryland's Small Grant review committee and are final.

If The Arc Maryland finds it has received an insufficient number of viable requests in the first round of the RFP, it is possible that proposals received after March 23<sup>rd</sup> may be evaluated and selected for funding on a rolling basis until the provider small grant is expended.

**How will decisions be made about proposals?**

All complete proposals received will be properly considered and evaluated for adherence to guidelines.

**Are there any restrictions on use of funds?**

Incomplete proposals will not be considered. All required attachments must be submitted with proposals for them to be considered complete.

**Who is eligible to apply?**

Community-based organizations that are supporting people with disabilities as they shelter in place.

**How do you submit the Small Grant proposal?**

Small Grant applications and all attachments including the Small Grant budget form must be submitted to [grants@thearcmd.org](mailto:grants@thearcmd.org) no later than 5 PM on March 23<sup>rd</sup> for first round consideration. If there are any grant funds remaining after the first round of awards is made, proposals received after 5 PM on March 23<sup>rd</sup> may be considered.

**What is the time period for the grant project, activity, training or event proposed?**

As this is an emergency grant fund, it is expected that items will be purchased with grant funds within 10 days of funding receipt. This is a non-recurring, OTO grant with no current opportunity for renewal from The Arc Maryland.

**What agreements are required for funding and what are the reporting requirements?**

Grant recipients will be required to complete standard affidavits and commitment documents for the use of the grant funding, as well as a contract for the use of the funding. The contract requires one final report however interim reports may be submitted for amounts of funding less than the full award which may be drawn down/requested for reimbursement with the submission of the completed reports.

**How are grant funds distributed?**

Grant funds shall be paid within 72 hours of a complete report and reimbursement request.

**Who do I contact if I have questions about this opportunity or the grant process?**

Please contact Kathy Swanson, Director of Education and Advocacy for The Arc Maryland. Kathy may be reached via email at [kswanson@thearcmd.org](mailto:kswanson@thearcmd.org). If you are unable to reach Kathy Swanson, please email [akolp@thearcmd.org](mailto:akolp@thearcmd.org) or (for emergencies) call 443-851-9351.

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