

LOUISIANA DEVELOPMENTAL DISABILITIES COUNCIL

Solicitation of Proposals for Disaster Response

The Louisiana Developmental Disabilities Council (Council) is soliciting proposals from community partners to coordinate rapid response for individuals with developmental disabilities during a natural disaster or state of emergency.

Project Purpose

The Council seeks innovative approaches to coordinate planning and emergency response for individuals with developmental disabilities during a natural disaster or state of emergency.

The selected entity will serve to coordinate training across the state during FFY2021. Proposals may indicate multiple years of projected activities; however, currently Council funding is only committed for FFY2021.

Project Timeline

The initial year of this project will be from October 1, 2020 to September 30, 2021.

Project Funding

A maximum of \$10,000 has been allocated for the initial year of funding for this project. Indirect costs associated with this project shall not exceed eight percent (8%) of actual project expenditures.

Project Responsibilities

Reimbursable costs responsibly billed by the selected agency will include, but are not limited to, all expenses associated with coordinating, planning and direct response for individuals with developmental disabilities to a natural disaster or state of emergency

Anticipated administrative support responsibilities of the selected agency include, but are not limited, to:

- Developing memorandums of understanding with community partners responsible for responding to natural disasters and states of emergency relative to needs of people with developmental disabilities;
- Coordination, arrangements, and support in responding to natural disasters and states of emergency for developmental disabilities and their family members; and,
- Evaluation of activities and short-term and long-term outcomes.

In-Kind Contributions: The project shall identify any in-kind contributions, including but not limited to, development of training and coaching content for this project, time commitment of Alliance partner members, or other contributions which fulfill the purpose of this initiative.

Contractor Requirements

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SOP for Disaster Response

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Selection will be determined by the applicant's demonstrated ability to meet the following requirements:

1. Understanding and commitment to the principles of full inclusion for persons with disabilities, including those with the most intense support needs.
2. Successful experience in response to natural disasters and states of emergencies and programs for individuals with developmental disabilities.
3. Fiscal stability and capacity to manage contract dollars and reporting requirements.

Information Requested

1. Cover Sheet and Information Packet
 - a) Application for Funding Cover Sheet (online)
 - b) W-9 tax form (online)
 - c) Board Resolution or Disclosure of Ownership (online)
2. Summary of Qualifications - clearly demonstrate Contractor Requirements above.
3. Proposal/Work Plan (maximum of 5 pages)
 - a) Activities
 - b) Timelines
 - c) Methods of Evaluation
 - d) Budget Details¹
4. Diversity Inclusion – Describe how you or your organization intend(s) to conduct outreach and assure inclusive participation among diverse communities relative to race, ethnicity, sexual orientation, gender, and all marginalized communities.
5. Letters of Support (no less than 2)

Reply Procedure

For consideration, submissions must be emailed to Courtney.Ryland2@la.gov, no later than **4:30 p.m. on Friday, August 28, 2020**.

¹ Note: If significant changes occur in the COVID-19 pandemic status which impact projected in-person activities the vendor selected for this initiative may seek to renegotiate proposed activities and subsequent budget details with the Council.