

Solicitation of Proposals for

Transportation Needs and Barriers Study

The Louisiana Developmental Disabilities Council (Council) wants to better understand the transportation needs and barriers faced by individuals with intellectual and developmental disabilities across Louisiana. The Council is looking for a group to conduct a statewide study that gathers information from people with disabilities, families, providers, and community partners to identify challenges and possible solutions related to transportation.

What is This Study About?

This study will focus on statewide transportation needs and barriers for individuals with intellectual and developmental disabilities in Louisiana including but not limited to:

- Common transportation challenges in different parts of the state
- How transportation barriers affect daily life, work, school, healthcare, and community involvement
- Gaps in existing transportation options and services
- Differences between rural, suburban, and urban areas
- Ideas and recommendations to improve transportation access across Louisiana

What the Study Should Look Like:

- Easy to understand and written in plain language
- Accessible to people with disabilities and families
- Include input from individuals with intellectual and developmental disabilities, families, providers, and community partners
- Gather information from all nine regions of the state, including rural, suburban, and urban areas
- Use a mix of methods such as surveys, interviews, or focus groups to collect information
- Clearly explain the findings and provide practical recommendations for improvement
- Provide a final written report and a summary that can be shared with the public and policymakers

Project Timeline:

- The project will start on **October 1, 2026**, and end on **September 30, 2027**.

How Much Money is Available?

- Up to **\$45,000**.
- If federal funds are not received, the Council cannot move forward with this project.
- Indirect costs (like office expenses) cannot be more than **8%** of the total budget.

Cost-Share and In-Kind Contributions:

- The group must also provide a **match contribution** of **25%** of the total project budget.
- This can include things like:
 - Time spent creating materials
 - Staff time or volunteer hours
 - Other resources that help the project

What You Will Need to Do:

The group chosen for this project will need to:

- Create a plan for how the study will be conducted statewide
- Collect information from individuals with intellectual and developmental disabilities, families, providers, and community partners
- Use surveys, interviews, focus groups, or other methods to gather information
- Make sure the study includes people from different regions of the state, including rural, suburban, and urban areas
- Review and organize the information collected to identify common themes, needs, and barriers
- Develop clear findings and practical recommendations
- Provide a final written report and a plain language summary that can be shared with the public and policymakers

Who Can Apply?

The Council will choose a group based on their ability to:

- Demonstrate commitment to inclusion of people with disabilities, including those who need significant support
- Show experience conducting research or studies that involve people with disabilities and families
- Demonstrate an understanding of transportation systems and community access issues
- Involve individuals with intellectual and developmental disabilities and families in the study process
- Use plain language and accessible methods when collecting and sharing information
- Reach participants across all regions of Louisiana, including rural, suburban, and urban areas
- Keep good financial records and manage the project budget

How to Apply:

Deadline: Applications must be received by **4:00 p.m. on Friday, June 26, 2026.**

How to Apply: Email your application to Stephanie.Carmona@la.gov

What to Send:

- **Cover Sheet and Information Packet:**
 - [Application Cover Sheet](#)
 - [W-9 Tax Form](#) (available online)

- Paper that says who owns your group or a board resolution ([sample](#))
- **Summary of Qualifications (up to 5 pages):** Explain how you meet the project requirements.
- **Proposal/Work Plan:** Include:
 - Activities and timelines
 - How you will measure success
 - Detailed budget
- **Letters of Support:** At least **two letters** from people who believe you can do this work.

You can find more information on the Council's website, including [guidelines](#) and a [funding manual](#).