**Components of DD Suite Grant Application**

Name of Community-Based Organization:   
Employer Identification Information (EIN) of Organization:   
Contact Person and Title:   
Address:   
E-mail:   
Phone:   
Website:

**PROJECT OUTLINE**

[DD Suite Character Limit of 5,000 Characters for Each Question]

1. Provide a brief summary (not to exceed three paragraphs) of how you intend to use these funds in a way that is in alignment with the Deliverables section within this RFA and that will positively advance NCCDD’s Community Living goal by improving a system or system(s) or building capacity for individuals with I/DD to more successfully live in the community.

2. Explain the need or system gap for the I/DD community and how the funds in your proposal will help improve the issue.

3. How many people with I/DD and family members do you expect will benefit from the proposal over time? Briefly Explain. Please include any information about underserved individuals or populations within the I/DD community.

4. Describe expected outcomes: What will happen as a result of your proposal if it is funded?

5. How will you demonstrate that you achieved your outcomes: How will you know you were successful? (For example, how will you gather the data? Through surveys, direct observation, individuals’ self- reports?)

6. Who will be responsible for managing the contract for your organization, and will individuals with I/DD and family members of individuals with I/DD be involved in the planning or implementation of this initiative?

7. Will this initiative also increase employment, advocacy development, and/or meaningful inclusion for people with I/DD and their family members?

8. How much funding is your organization requesting? If NCCDD approves a lesser amount of funds, would you be able to accept a lesser amount to accomplish a proportional set of goals?

**PROJECT BUDGET**

This describes the cost of the project per line item. Costs are identified in Council funds and matching funds and should be reasonable in relation to Project Outline.

**ATTACHMENTS**

Relevant attachments may includeorganizational chart and letters of endorsement from agencies, organizations, and individuals important for the implementation of the initiative. Any attachment will be considered as part of the application.