

RFP NO. 22- 47EP0212 -02

Question and Answers

Barrier Elimination in Services and Supports for People with Developmental Disabilities from Ethnically and Culturally Diverse Communities

1. When is the proposal due?

September 6, 2022 at 5:00 PM

2. Who do I e-mail to submit a proposal?

Emily.rogers@ddc.wa.gov

3. Who is able to apply?

MINIMUM QUALIFICATIONS

Minimum qualifications include:

- Licensed to do business in the State of Washington or submit a statement of commitment that it will become licensed in Washington within thirty (30) calendar days of being selected as the Apparently Successful Contractor.
- At least 5 years experience with people with developmental disabilities and their families
- Experience with state and federal legislative processes.
- Experience with and knowledge of state services and supports for people with intellectual and developmental disabilities.
- Experience and knowledge of the principles of diversity, equity and inclusion, particularly as applied to service systems and public policy.
- A non-profit organization led by individuals who are Black, indigenous, or people of color.

4. How much funding is available?

\$500,000

5. What is the period of performance?

The period of performance of any contract resulting from this RFP is tentatively scheduled to begin on or about October 3, 2022 and to end on June 30, 2023.

6. Please define in more detail who the WA State Department of Commerce believes are targeted for this work. Within this definition, is there an approximate population size defined by the WA State Department of Commerce?

There is not a defined size of the population. It will ultimately be based on the available data. There is potential for people who do not receive services or who are not connected to formal system of services and supports to be included. The only guidance comes from the budget proviso provided by the Washington State Legislature that says, “individuals with intellectual and developmental disabilities who are from immigrant communities, communities of color, and other underserved communities.” (See Appendix)

**7. Could you provide examples of those who do not qualify?
Examples below:**

a. Would all individuals who qualify for federally funded disability benefits meet the definition?

We use the federal definition of intellectual and developmental disabilities, however, within that definition, the sub-population of “individuals with intellectual and developmental disabilities who are from immigrant communities, communities of color, and other underserved communities” are the focus of this project, whether or not they actually receive services.

b. Do individuals who are diagnosed after 22 years of age but likely lived with a disability meet the definition?

Traditionally, individuals diagnosed after the age of 22 and living with a disability are not included in this definition. However, there may be reason to have them included if there is significant data that shows the lack of a diagnosis before adulthood may be traced back to discrimination based on race, ethnicity, gender identity, economic status or other circumstances that present barriers to accessing services and supports.

- 8. How set is the minimum qualification to be a nonprofit organization led by individuals who are Black, Indigenous, People of Color? We are a for-profit strategic consultancy who works with family foundations, nonprofits and mission-driven orgs within the priority communities. We aren't a minority-led company but we are planning to staff a project team that would be BIPOC and women-led as well as people with experience working with individuals with DD, would you recommend we submit a proposal or not?**

The Council does make recommendations on who should and who not apply. The decision to apply is up to the individual organizations. For guidance, the Council is providing the budget proviso (APPENDIX) authorizing this effort. It is stated within the budget proviso that, "\$500,000 of the general fund—state appropriation for fiscal year 2023 is provided solely for the developmental disabilities council to enter into a contract with a nonprofit organization led by individuals who are Black, indigenous, or people of color to facilitate the development and implementation of recommendations on ways to reduce barriers to services and improve access to services for individuals with intellectual and developmental disabilities who are from immigrant communities, communities of color, and other underserved communities."

The Council will evaluate the received proposals based on the qualifications developed by the Washington State Legislature in the budget proviso.

- 9. If selected, how much engagement would we have with the DDC throughout the process? Would it make sense to include members of the DDC as part of the stakeholder group or not?**

Would we be expected to engage other government groups or stakeholders at the federal or state level and, if so, who?

The budget proviso funding this project provides funding for the Council to hire a Diversity, Equity and Inclusion (DEI) Coordinator. The awarded organization will have much engagement with the Council through the DEI coordinator and the Executive Director. While individual Council members may be considered for the stakeholder committee overseeing the creation of the legislative report, the Council as a whole and the staff are the primary resource to the awarded organization. Among other things, the Council through the DEI Coordinator will provide:

- Support and resources for the recruitment of a stakeholder committee
- Support and technical assistance for stakeholder meetings
- Logistical support
- Identification and interpretation of data
- Technical assistance in creating the report.

Within the agreement created from the RFP, the awarded organization and the Council will define the responsibilities of each organization and the details of the partnership.

10. Would we be expected to engage other government groups or stakeholders at the federal or state level and, if so, who?

Yes, there is an expectation to engage with state agencies, private non-profits and individuals who currently are could be eligible to receive services and who represent the BIPOC and other underserved communities. The Council will act as resource in the development of the stakeholder group and assist in making connections between the project and the community.

11. If selected, would we have access to individuals and families with DD from immigrant communities, communities of color, and underserved communities who are part of the WA State system, or would we be expected to recruit the participants of the stakeholder group ourselves?

The awarded organization and the Council will work in partnership to recruit people from immigrant, BIPOC and underserved communities to serve on the stakeholder group.

12. What are the key reasons WA State is issuing this body of work now? What are the signs that barriers to services and supports for people with DD and their families are in need of systems change? How has COVID-19 impacted the ability for people with DD and their families to access services and supports?

The Executive and Legislative branches have determined there is need throughout state government for meaningful participation by the BIPOC and other underserved communities. Governor Inslee issued several Executive Orders to ensure equity within state government including “Executive Order 22-02: Achieving Equity In State Government” which may be found at

https://www.governor.wa.gov/sites/default/files/exe_order/22-02%20-%20Equity%20in%20State%20Government%20%28tmp%29.pdf

During the 2022 legislative session, lawmakers authorized funding for several efforts across multiple agencies to address issues of diversity, equity and inclusion .

The Council was one of the agencies provided additional funding to identify barriers to people from racial, ethnic and other underserved and make recommendations.

Additionally, the Council’s current State Plan, which began October 1, 2021, specifically calls out the responsibility of the Council to meaningfully include people from BIPOC and other underserved communities. These are the primary factors for the timing and urgency of this effort.

It is undeniable that COVID-19 has had disproportionately and detrimentally effected BIPOC and other underserved communities. The Council and the awarded organization will collect and use the available data as one of the sources for identifying barriers and making recommendations.

- 13. What evidence already exists around barriers to services and supports for people with DD and their families? If selected, would we have access to existing research and data that could be a relevant input to this work?**

The Council is aware of and accesses several sources of data at the state and federal levels on the barriers faced by people with intellectual and developmental disabilities from underserved communities. These sources come from state agencies like the Developmental Disabilities Administration and the Department of Health. At the federal level, data from the Administration of Community Living and the Centers for Disease Control are valuable sources of information. These are just a few examples.

The awarded organization will have access to all the data available to the Council. The awarded organization and the Council will also work together to identify and access relevant data from new public and private sources.

- 14. Does this body of work require a comprehensive review and analysis of the extent to which services, supports, and other assistance are available to individuals with developmental disabilities and their families, and the extent of unmet needs for services, supports, and other assistance for those individuals and their families, in the State?**

A Comprehensive Review and Analysis is a valuable tool for providing the justification for the recommendations to be made. It is encouraged but not required. The format and content of the report will be determined by the awarded organization with the support and assistance of the Council and the approval of the stakeholder committee.

- 15. How much is known about how WA State compares to other states when it comes to access to services and supports for people with DD?**

There is a lot of data available that compares data between states in terms of support and services for people with DD. The primary source

of data for the Council is the “State of States in Developmental Disabilities” by the Coleman Institute. Additionally, there are other sources of data available primarily at the federal level.

- 16. Would looking into best practices, initiatives, and steps that other exemplary states are doing well be considered within scope for this body of work?**

Yes.

- 17. What, if any, connection exists between this RFP and the Advocacy Partnership Project (RFP NO. 22-47810220-02)? How will one project inform or work with the other, if at all?**

There is no direct connection between this project and the Advocacy Partnership Project (APP). APP is long-term funded effort of the Council to grow the capacity within individuals and organizations to advocate on the issues important to them. However, the results of the DEI project could impact the way people with IDD and their families from underserved populations are served and supported by APP. The DEI project could also intersect with the APP as it advocates for policy change at the federal, state and local level.

Informing Families, a Council project designed to educate, inform and provide resources for people with IDD and their families could intersect with the DEI project through:

- Being an informational resource;
- Recruiting stakeholder to participate in the DEI project; and
- Publicizing the results of the DEI project.

- 18. What would this work inform:**

- 1. Is this work designed to inform new services and support?**

Yes. It will also inform changes to current services and supports.

- 2. Would this work be utilized to advocate for new services and support?**

Yes. It will also be used to advocate for changes to existing supports and services.

3. Would this work inform policy change, at the federal/state/local level?

Yes. It is meant to be used by the Council in our public policy advocacy, including the North Star and Advocacy Partnership project. It will also be used by other organizations and individual to advocate for change empowering people with DD from BIPOC and other underserved communities to advocate for change.

4. Once barriers are defined, what will you do with that information? How far will this engagement push from learning to acting?

One of the major components of the final report is making recommendations. The Council and others will use these recommendations to advocate for change that empowers people with DD from BIPOC and other underserved communities to drive a public policy agenda designed to include, and influence public policy at the federal, state and local level. The point of the project and report is to provide the basis for direct action.

19. The RFP states one of the final deliverables is a report delivered to the WA DDC by June 30, 2023. Are you open to the format(s) that this final report may take, e.g. Word document, PowerPoint presentation, or other?

The report could be completed in one or many formats. The Council has the resources to assist the awarded organization in the organization and presentation of the report. No matter the format or formats, the information should be presented:

- Clearly and completely; and
- In a manner that is accessible and understandable.

Appendix: Budget Proviso

\$631,000 of the general fund—state appropriation for fiscal year 2023 is provided solely for the developmental disabilities council's efforts to partner with racially diverse communities across the state and to build the capacity of a coalition of intellectual and developmental disabilities self-advocates and advocates. Of the amounts provided in this subsection:

- (a) \$500,000 of the general fund—state appropriation for fiscal year 2023 is provided solely for the developmental disabilities council to enter into a contract with a nonprofit organization led by individuals who are Black, indigenous, or people of color to facilitate the development and implementation of recommendations on ways to reduce barriers to services and improve access to services for individuals with intellectual and developmental disabilities who are from immigrant communities, communities of color, and other underserved communities.

The contract must require the nonprofit organization to prepare a racial equity plan for ongoing policy development within the intellectual and developmental disabilities service delivery system for submittal to the developmental disabilities council. The developmental disabilities council must submit the plan to the governor and appropriate legislative committees no later than June 30, 2023.

- (b) \$131,000 of the general fund—state appropriation for fiscal year 2023 is provided solely for one full-time equivalent policy analyst to manage the developmental disabilities council's overall policy development and diversity, equity, and inclusion efforts. The policy analyst shall serve as a liaison between self-advocates, advocates, community members, and the nonprofit organization under contract in (a) of this subsection.