Oregon Commission on Autism Spectrum Disorder

STRATEGIC PLAN IMPLEMENTATION PROJECTS 2014 REQUEST FOR PROPOSAL

OCASD RFP #22014

Introduction: The Oregon Commission on Autism Spectrum Disorders (OCASD) requests proposals from qualified individuals or entities to implement projects that further the achievement of Goals and Recommendations set forth in the 2010 OCASD Report to the Governor. OCASD expects to award a number of small grants in 2014.

Timeline: The RFP will become active on **September 15, 2014**. Proposals must be received by **October 15, 2014**. Project work is expected to begin in **November 2014** with deliverables for each Implementation Grant Project to be completed by the end of **May 2015**.

To be considered for grant funding, a written Proposal Submission must include the following information as outlined below:

A. Name of Primary Contact Person
B. Name of Organization, if applicable
C. Contact Email Address | Phone Number | Mailing Address
D. Outline expertise and experience as it relates to the proposed project work.
E. Provide a detailed description of the proposed project, including expected outcomes.
F. Provide an outline detailing how the designated OCASD Subcommittee(s) will be involved in the Proposed Grant Project.
G. Provide a list of anticipated partnerships /collaborations and a description of how each partner will be engaged with the proposed project.
H. Identify the stakeholders groups this proposed project is expected to reach, and describe the impact project achievement would have on each of these groups.
I. Provide a list of proposed deliverables and action timeline.
J. Amount of Grant Funding Requested
K. Provide a detailed budget, including any additional resources, including in-kind support available
L. Describe how the project outcomes will be sustained after the grant funds have been expended.

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Expectations

The person(s) and/or organization(s) selected must work collaboratively with the designated subcommittee of the Commission. Projects resulting from this solicitation are expected to demonstrate progress toward outcomes identified in the 2010 OCASD Report to the Governor and report this progress to the Commission on a quarterly basis in the form of one page written report outlining actions taken on promised deliverables and progress toward intended outcomes achieved. Please note that all resulting products must be approved by the Commission prior to distribution. All resulting projects must be branded for the Oregon Commission on Autism Spectrum Disorders. All resulting work products become property of the Oregon Commission on Autism Spectrum Disorders, and are not intended for profit.

Exclusions

Current members of the Oregon Commission on Autism Spectrum Disorders and Subcommittee Chairpersons may not receive grant funds; however OCASD Subcommittee Members who are not OCASD Commissioners may submit a Proposal.

Primary Point of Contact

All Proposal submissions and communications with OCASD concerning this RFP must be directed via email to staff@orcommissionasd.org

Evaluation

OCASD will evaluate the overall quality of content and responsiveness of Proposals to the purpose and specifications of this RFP. OCASD will conduct a comprehensive and impartial evaluation of the Proposals received. Proposals may be evaluated by a Review Panel selected by OCASD. Proposals will be evaluated based on Commission priorities, alignment with the OCASD 10 Year Plan, statewide impact, feasibility, and sustainability.

Reservation of OCASD Rights

OCASD reserves all rights regarding this RFP including the right to: Amend or cancel this RFP; Reject any and all Proposals received; Seek clarification of each Proposal; negotiate the statement of work within the scope of work described in this RFP and to negotiate the grant/contract award amount.

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Proposals will be considered for projects that further the achievement of Goals and Recommendations set forth in the 2010 OCASD Report to the Governor, available online at www.orcommissionasd.org. OCASD has identified the following focus areas for this RFP:

Designated Subcommittee:
Community Services for Children & Families

Desired Project Outcomes:
Compile helpful tips and strategies from families and caregivers of children with ASD related to home life, community participation and service navigation. Share compilation of strategies in an online format to help families address common concerns and questions.

Proposals must promote peer to peer strategies to provide readily available information and technical assistance to families of children with ASD.

Related Goals and Recommendations set forth in the 2010 OCASD Report to the Governor
EM 3: Peer supports and family-to-family connection strategies are supported. (Page 18)

Potential Implementation Project Allocation:
Up to $5,000