

Dan Thompson Memorial Developmental Disabilities Community Services Account

Questions and Answers

The intent of this document is to provide general information for the open application period. The final determination of project eligibility will be made during the application review period. The pertinent laws, regulations, DSHS policies, and application guidance will control any determination of eligibility and guide final award decisions.

Thanks for all the questions submitted to the ApplyDanThompson email and the technical assistance sessions. The three biggest responses to questions are:

- Funding will be for work to be performed from July 1, 2024 to June 30, 2025.
- These are reimbursement-based awards.
- DDA will not approve applications for capital projects. Capital projects are those that involve the purchase of property or construction of new buildings or annexes or additions to existing buildings. Capital projects do not include modifications to existing buildings that make buildings more accessible to individuals with disabilities.

The Q&A's below are categorized under the topics of [eligibility](#), [activity](#), [criteria](#), [contracts](#), and [tips](#).

Eligibility

Q: Are local governments considered eligible to apply?

- Answer: Local governments are eligible applicants.

Q: How much money is available for Round 2?

- Answer: There is approximately \$4.5 million available for Round 2. This for the last fiscal year of the 2023-2025 biennium.

Q: Will that amount change for Round 3?

- Answer: Since 2019, the WA State Legislature has appropriated \$2 million per biennium into the account. It is anticipated that there may be \$2 million available for Round 3 for the 2025-2027 biennium.



Q: Are there any minimum or maximum award amounts?

- Answer: There are no minimum or maximum amounts for the awards. There is approximately \$4.5 million in the account so the total of funded contracts will not be in excess of the total amount in the account.

Q: Can one agency submit 2 proposals?

- Answer: Organizations are limited to one application.

Q: Can the Jefferson Universal Movement Playground - JUMP! Board or Jefferson County Public Health apply to the Dan Thompson Account for a grant and transfer funds to the County Parks & Rec. if awarded?

- Answer: The JUMP! Board or JCPH can apply on behalf of Jefferson County Parks & Recreation.

Q: Our County Parks & Rec will be applying for a RCO grant but the RCO money won't be available until Summer 2025. If we were awarded the Dan Thompson grant, could the purchase of equipment occur prior to June 30, 2025 to meet the guidelines of the Dan Thompson Account grant, rather than completing the playground construction?

- Answer: Funding must directly benefit [clients](#) eligible for DDA services by the end of the performance period of June 30, 2025.

Q: Can we apply for accessibility equipment if we complete the purchase and installation of the proposed accessibility items by the June 2025 deadline, but they would not be in full use until the opening of the facility in October 2025?

- Answer: Funding must directly benefit [clients](#) eligible for DDA services by the end of the performance period of June 30, 2025.

Q: Can we ask for the entire cost (\$605,000) of the project vs. the match amount for the RCO grant?

- Answer: You may apply for the whole project costs or only for the match amount.

Q: Do we need to submit separate applications for accessibility modifications and installation of fire sprinklers systems?

- Answer: Organizations are limited to one application and since both components are environmental modifications, they can be included in the same application. The organization must show how the funding will increase access to existing space by modifying or enhancing the environment for eligible clients eligible for DDA services.

Activity

Q: Does this funding allow for capital projects that apply to any of the 3 priority topics listed?



Q: Can we ask to fund construction of auxiliary dwelling units on family member's properties, so they gain independence, space for caregivers, and maintain ownership long term?

Q: Can we apply to purchase of land or primary construction of new facilities?

- DDA will not approve applications for capital projects. Capital projects are those that involve the purchase of property or construction of new buildings or annexes or additions to existing buildings. Capital projects do not include modifications to existing buildings that make buildings more accessible to individuals with disabilities.

Q: Could we ask for tangible supplies for our program that are not currently available for reimbursement or directly covered by a client service contract?

Q: Could we request supplies for art club, cooking classes etc.?

Q: Can we ask for universal changing rooms with Hoyer lift, full size changing table, shower, toilet, sink, etc., corner mirrors on the indoor walking track, hearing loops in meeting spaces, and dedicated sensory-friendly space accessories?

Q: Can we ask for para-sport equipment, adaptive circuit equipment that will accommodate all types of abilities, including a hologram correct-use-display for visual/non-verbal communication, PVC wheelchair for pool use, parasport wheelchairs (for group court athletics), and parasport wheelchair storage?

Q: Can we request only the cost difference between exercise equipment that is fully disability accessible vs. the equivalent equipment that is not fully accessible?

Q: Can we ask for high-quality uniforms, training/promotional materials, awards, better equipment for existing sports and activities, and high-quality equipment for new sports and activities?

- Answer: DDA will consider all applications. To be complete, applications must show how the funding will increase access and directly benefit [eligible](#) persons with developmental disabilities, and an explanation of how the service will directly benefit eligible DDA clients while not duplicating services currently available under the HBCS waiver or Medicaid State Plan.

Q: Can we request new ADA-compliant restrooms, wheelchair ramps, lifts, kitchen equipment, onsite playground and trail improvements, and equipment within a facility that will be built using other monies?

Q: Can we apply for a private transition school to get accessible doors and AED units installed?

Q: Can we ask for upgrades to the water/plumbing structure of an adult family home?

Q: Can we apply for ADA enhancements within a building?



Q: Can we ask for new playground equipment that is accessible and inclusive?

Q: Can we apply for creating an accessible bathroom?

Q: Can we request for non-structure related construction like fencing a playground, paving a path into a wooded area, putting in accessible playground equipment, or building a shelter?

- Answer: DDA will consider all applications. To be complete, applications must contain a description of how the funding will increase access to existing space by modifying or enhancing the environment for clients eligible for DDA services or increase access and directly benefit eligible persons with developmental disabilities, and an explanation of how the service will directly benefit eligible DDA clients while not duplicating services currently available under the HBCS waiver or Medicaid State Plan. Funding may not be used to increase square footage.

Q: Can we request the purchase of a vehicle for transportation to and from non-Medicaid services like community events, recreation, etc.?

Q: Can we apply to cover the cost of providing transportation (bus/van rental) and the cost of the facilities to provide summer camp programs?

Q: Can we ask for all-terrain wheelchairs to get people onto local trails, and a van that is equipped to transport the all-terrain wheelchairs and people?

- Answer: DDA will consider all applications. To be complete, applications must contain a description of how the funding will increase access and directly benefit eligible persons with developmental disabilities, and an explanation of how the service will directly benefit eligible DDA clients while not duplicating services currently available under the HBCS waiver or Medicaid State Plan.

Q: Can we ask for a project that is working with youth (18-25) who identify with a disability to find housing by teaching financial education, credit building, and resource development including SSI/SSDI application and management (overpays, IRWEs, etc.)?

Q: Can we apply for a housing focused training curriculum that trains the client's support team in an individualized person-centered training designed to support that specific client in their home?

Q: Can we request an individualized training curriculum designed for that client's support team to help the client to have accessibility to use transportation and recreation resources?

Q: Can we apply for a driver's training course that trains people from all over the state on how to appropriately transport people with special needs, including Wheelchair Securement, Safety, Disability Awareness, and Mindfulness for the driver?

- Answer: DDA will consider all applications. To be complete, applications must contain a description of how the funding will increase access and directly benefit [eligible](#) persons with developmental disabilities, and an explanation of how the service will directly benefit eligible DDA clients while not duplicating services currently available under the HBCS waiver or Medicaid State Plan.

Criteria

Q: Clarify the second criteria regarding the requirement to improve or enhance the Medicaid State Plan?

- Answer: DDA is looking for proposals that directly benefit individuals who are eligible or who would be eligible for services from Developmental Disabilities Administration that are in the community and the proposed activity must show how it will enhance or improve services. See additional examples in the table below.

Dan Thompson Account examples of eligible and non-eligible activities		
Allowed	Not Allowed	Reason not Allowed
Using vehicles/transport to attend community engagement events, seasonal shopping, vacations, seeing friends and family, etc.	Providing transport to clients.	Routine shopping and medical appointments are a covered service.
Providing additional specialized training for professionals, curriculum development, materials / equipment, or using specialists to provide group non-medical/non-therapy-based sessions.	Providing 1:1 care e.g., clinician, dentist, nurse, doctor, speech and language pathologist, physical therapist, recreational therapist, occupational therapist, dietician, behavioral health, etc.	Care is a covered service.
Paying for the shed, bins, and shelving to store durable medical items for community equipment exchange or buying select items for a lending library.	Buying durable medical equipment, food, car seats, diapers, hygiene items, shoes, mattresses, etc. for clients.	Items are a covered service.
Remodeling a space to provide yoga, dance, music, arts, etc. recreational opportunities.	Constructing a facility to provide space for clinicians to practice.	This a primary, direct benefit to the medical practitioners not to eligible DDA clients.



Q: For those people on a waiver, do we have to offer things above and beyond what they're receiving through their waiver?

- Answer: Yes, and the organization must show how the funding will increase direct benefits to people on the waiver and is not duplicating services.

Q: Can we ask to expand existing programs to other locations?

- Answer: No, if you are only providing existing covered services or programs available to state plan or waiver eligible clients at a new location. It would be yes if you are offering a new service or a new activity not covered by a waiver or state plan in a different or new location.

Q: Can we apply to provide respite to people who are on core waivers, but don't get respite hours?

- Answer: No. Individuals who are receiving Residential Rehabilitation Services under the CORE or Community Protection Waivers are not eligible for respite. Expenditures from the account must supplement, and may not replace, supplant, or reduce current state expenditure levels for supports and services in the community setting for eligible persons with developmental disabilities. DDA cannot impose rules that would jeopardize any federal funding that person is already receiving under their waiver. Respite is an intermittent break to the primary caregiver and the primary caregiver is defined in the statute.

Q: If the minority of our clients are accessing our services under a waiver, would that disqualify our programs?

- Answer: The organization must show how the funding will increase direct benefits and expand access for clients eligible to receive DDA services.

Q: We currently serve people who are eligible to receive DDA services (including all types as specified in the B1 criteria of the Account Application Guidance), but we are not currently accepting DDA payment for our services. Is it required that we accept DDA as a form of payment for the services we provide?

- Answer: If you are providing a service available under a waiver, then this is a duplication, and therefore not eligible regardless of whether or not you are contracted with DDA or currently claiming reimbursement.

Q: Can we create a PR campaign to Washington state employers about the benefits of hiring individuals with disabilities through supported employment?

- Answer: Marketing or outreach for supported employment does not fit into the three categories of housing related supports, transportation, and recreation.

Q: Would a self-declaration at enrollment be sufficient documentation for Criteria 1 "people with developmental disabilities who are not on any DDA list and are not receiving services."?



- Answer: An attestation to this requirement can be considered, however the application in whole will be reviewed to determine if this requirement is fully met.

Q: How can we show that adding an accessible bathroom will get used primarily by those who do not currently receive respite?

- Answer: The organization must show how the funding will increase direct benefits and access to existing space by modifying or enhancing the environment for clients eligible for DDA services. The Dan Thompson program managers do not have any insight to where you can find those statistics. But having good numbers may help make a more compelling application.

Q: We are looking at requesting funds for Phase 2 of an accessible/inclusive playground for ages less than 5. Phase 1 is complete. Would it be helpful to attach our usage survey from Phase 1 which shows access and usage and success in ability to fully complete a project?

- Answer: Since the organization must show how the funding will increase direct benefits and access to existing space by modifying or enhancing the environment for clients eligible for DDA services, sharing those statistics and statements might make your application more compelling.

Q: Is there a strict distinction of grant-qualifying requests that are solely for developmental disabilities versus those that overlap with other impairments?

- Answer: Yes. The organization must show how the funding will benefit eligible persons with developmental disabilities.

Contracts

Q: When will contracts start and how long they will last?

- Answer: DDA anticipates procuring contracts with a start date of July 1, 2024 through June 30, 2025. The end date is fixed at the end of the biennium which is June 30, 2025. Extensions are not allowed. Awards will be announced in spring 2024.

Q: Would the awardee need to pay for the costs first and then be reimbursed for those costs?

- Answer: Yes, these are performance-based contracts.

Q: Will the funds be processed through the Department of Commerce like Round 1?

- Answer: All Round 2 contracts will run through DSHS/DDA.

Q: What can we expect for DDA reimbursements?

- Answer: You can expect payment within 30-days of an approved invoice. Missing documentation from your invoice, requests for additional information, ineligible or disapproved costs, etc. will



delay getting to the approved status for a submitted invoice. Additionally, mailing times for sending paper payment warrants may extend the period too.

Q: Will successful proposals be fully funded, or will there be partially funded awards?

- Answer: The intention is to fund projects fully as the organization will need to show how their proposal will benefit supports and services in a community setting for eligible individuals.

Q: How are the deliverables determined or monitored?

- Answer: Within the application, you are required to tell us your project deliverables and reporting metrics. During the contract negotiation phase for those projects awarded, additional reporting requirements might be included. Monitoring includes reviewing your quarterly reports, reviewing the supplemental documentation in your quarterly invoices, email and phone correspondence, and site visits. DDA will use all of these to monitor your award.

Q: Must we use contractors approved by DSHS for waiver based environmental adaptations?

- Answer: Proposals need not be limited to Medicaid-contracted providers for environmental adaptations.

Q: Will funding under the housing related supports component need to comply with all the Department of Commerce Housing Trust Fund (HTF) requirements such as state prevailing residential wage rates, the Evergreen Sustainable Development Standards, extend the current affordability periods in contracts, require a post-third-party audit certification, record a revised Deed of Trust and a Covenant, as well as a Promissory Note, and require applicable testing such as meth, lead paint, asbestos, and a Phase I Environmental Survey?

- Answer: These are not requirements in the general terms or conditions of DSHS/DDA contracts. However, awardees must follow the applicable laws and regulations.

Tips

Your application needs to show the scoring committee how you are going to benefit people who are eligible. If you're proposing "something" that is already offered under the waiver, you must show how you're not going to duplicate "something" that's already a benefit.

Your application needs to be as clear and comprehensive as you can make it. Don't assume that the people who are reading the application have the same level of working knowledge that you do. Be thorough about showing the different pieces that are required in the application.

Applications go to a scoring committee for review. You're either eligible or you're not. Eligible projects will be rated and scored numerically. Applications will be prioritized for funding based upon their numeric total from the rubric.



Applications were denied last round because the proposals were a benefit to a provider rather than a client. For example, building facilities for primary care providers, building places to access therapies, or building a center of excellence. These were more of a direct benefit to a provider than a benefit to an individual eligible to receive services.

For an awardee to get under contract, organizations need to have an EIN, a business license and have named DSHS as an additional insured party on your insurance coverage.

Organizations cannot be reimbursed for any activity that occurred before your contract was executed, which means signed by the contractor and DSHS/DDA. These activities can be but are not limited to the following:

- applying for the grant
- discussions about contract terms
- presenting to a governing board to get approval to sign the contract

The Medicaid [State Plan](https://www.hca.wa.gov/about-hca/programs-and-initiatives/apple-health-medicaid/what-state-plan) information is available at <https://www.hca.wa.gov/about-hca/programs-and-initiatives/apple-health-medicaid/what-state-plan>.

The Managed Care or Home and Community Based Services [waiver](https://www.dshs.wa.gov/dda/consumers-and-families/home-and-community-based-waivers-hcbs) (Basic Plus, Children's Intensive In-home Behavioral Supports, Community Protection, Core, and Individual and Family Services) is available at <https://www.dshs.wa.gov/dda/consumers-and-families/home-and-community-based-waivers-hcbs>.