

Nevada Aging and Disability Services Division

# SUBAWARD APPLICATION – SHORT FORM

This form is used only as directed by ADSD.

A complete application consists of two files: ‘Subaward Application – Short Form (with the Project Narrative if requested)’ and the ‘ADSD Budget Template Form’.

ADSD may also request a third file ‘ADSD Work Plan’.

## A. Applicant Organization Information

<b>Funding Opportunity Number:</b> (no information provided)		<b>New Applicant:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>Organization Name:</b> Northern Nevada Center for Independent Living			
<b>Mailing Address</b>			
<b>Street Address:</b> 999 Pyramid Way			
<b>City:</b> Sparks		<b>State:</b> NV	<b>Zip Code:</b> 89431
<b>Physical Address (if different than mailing address)</b>			
Street Address:			
City:		State:	Zip Code:
Employer Identification Number: 88-0180856		Unique Entity ID (UEI) Number: MVRWG4JC9SG1	
Registered with NV Controller: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		State Vendor Number: T32012843	
Organization Type: <input type="checkbox"/> Public Agency <input checked="" type="checkbox"/> 501 (C) 3 Non-Profit <input type="checkbox"/> For-Profit			
<b>Authorized Organizational Representative</b>			
Name: Lisa Bonie		Title: Executive Director	
Email Address: lisab@nncil.org		Phone Number: 775-353-3599	
Additional Authorized Signer(s): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If yes, list below)			
Name/Title/Email Address:		Mary Heid/NNCIL Board Chairperson/heidmary@gmail.com	
Name/Title/Email Address:			
<b>Fiscal Officer</b>			
Name: Hilda Velasco			
Title: Operations Manager			
Email Address: hilda@nncil.org			

## B. Project Information

<b>Project Title:</b> Legislative Advocate and Educator		
<b>Service Category:</b>		<b>Proposed Service:</b> Education
Same Physical Address as section A? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, use address below		
Street Address:		
City:		State:
		Zip Code:
<b>Project Director</b>		

Name: Lisa Bonie	Title: NNCIL Executive Director
Email Address: lisab@nncil.org	Phone Number: 775-353-3599
Area(s) to be Served by Project: Statewide	

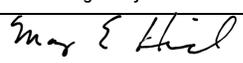
## C. Applicant Certifications

- ADSD [General Service Specifications](#) provide program standards for all funded programs, our organization has read and agrees to comply with these standards.
- Our organization has read and agrees to the [Service-Specific Service Specifications](#) of the proposed service (if applicable).
- The [Grant Instructions and Requirements](#) and the [Requirements and Procedures for Grant Programs](#) are statements of DHHS/ADSD policy that ensure fiscal compliance with statues, regulations, and/or rules. Our organization has read and agrees to comply with these standards.
- Funding will be dispersed on a Reimbursement basis. Requests for Reimbursement will be submitted in accordance with the [ADSD Reporting Schedule](#).
- Our organization will submit Requests for Reimbursement on a(n) **accural** basis. This method cannot be changed in the middle of the budget period.
- Our organizational information in Section A matches the information on file with the State of Nevada Controllers Office. *Note: if you have not registered with the Controller's office or need to verify your registration visit: <https://controller.nv.gov>.*
- All subrecipients must notify their assigned Program Coordinator(s) of any significant changes within the organization and/or program. This includes but is not limited to: Organizational/Project address, changes in the Authorized Organizational Representative or authorized signers, changes in key personnel, and/or budget modifications.
- If funded, applicants agree to submit any requested application revisions by the deadline given by ADSD in the Award Notification email. Failure to submit requested application revisions by the deadline may delay the project period and/or void the funding approval.

### Certification by Authorized Official

To the best of my knowledge and belief, all information in this application is true and correct. The document has been duly authorized by the governing body of the applicant and the agency will comply with all provisions of the applicable grant program and all other applicable federal and state laws, current or future rules, and regulations. Funding is contingent on subrecipient performance and availability of funding. I understand and agree that any award received as a result of this application is subject to the conditions set forth in the assurances.

<b>Name (printed):</b> Mary Heid	<b>Title:</b> NNCIL Board Chairperson
<b>Email:</b> heidmary@gmail.com	<b>Phone:</b> 585 750 9022

<b>Signature:</b>	DocuSigned by:  A1CE71DE90BF4EC...	<b>Date:</b> 10/14/2024
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## General Provisions and Assurances

This section is applicable to all subrecipients who receive funding from the ADSD under this NOFO solicitation. The subrecipient agrees to abide by and remain in compliance with the following:

1. Subrecipients will adhere to all applicable federal and state laws/regulations as noted on the final Notice of Subaward.
2. GAAP - Generally Accepted Accounting Principles and/or GAGAS - Generally Accepted Government Auditing Standards
3. GSA - General Services Administration for guidelines for travel
4. NV DHHS Grant Instructions and Requirements (GIRS)
5. State Licensure and Certification. The subrecipient is required to be in compliance with all State licensure and/or certification requirements.
6. The subrecipient's commercial, general or professional liability insurance shall be on an occurrence basis and shall be at least as broad as ISO 1996 form CG 00 01 (or a substitute form providing equivalent coverage); and shall cover liability arising from premises, operations, independent subgrantees, completed operations, personal injury, products, civil lawsuits, Title VII actions, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).
7. To the fullest extent permitted by law, subrecipient shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any alleged negligent or willful acts or omissions of the subrecipient, its officers, employees, and agents.
8. The subrecipient shall provide proof of workers' compensation insurance, upon request, as required by Chapters 616A through 616D inclusive Nevada Revised Statutes.
9. The subrecipient agrees to be a "tobacco, alcohol, and other drug free" environment in which the use of tobacco products, alcohol, and illegal drugs will not be allowed; The subrecipient will report within 24 hours the occurrence of an incident, following DHHS/ADSD policy, which may cause imminent danger to the health or safety of the clients, participants, staff of the program, or a visitor to the program, per NAC 458.153 3(e).
10. Per NRS 179A.325, background checks are required for individuals who serve children, older adults, and people with disabilities.
11. Application to Nevada 211. The applicant is required to submit proof of registration with the Nevada 211 service. If applicant is applying for a new service, applicant will be required to submit an application for the new service if funded.
12. The subrecipient agrees to fully cooperate with all DHHS/ADSD sponsored studies including, but not limited to, utilization management reviews, program compliance monitoring, reporting requirements, complaint investigations, and evaluation studies.
13. The subrecipient must be enrolled in System Award Management (SAM) as required by the Federal Funding Accountability and Transparency Act.
14. The subrecipient acknowledges that to better address the needs of Nevada, funds identified in this subgrant may be reallocated if ANY terms of the sub-grant are not met, including failure to meet the scope of work. The DHHS/ADSD may reallocate funds to other programs to ensure that gaps in service are addressed.
15. The subrecipient acknowledges that if the scope of work is not being met, the subrecipient will be provided an opportunity to develop an action plan on how the scope of work will be met and technical

assistance will be provided by ADSD staff or specified sub-contractor. The subrecipient will have 60 days to improve the scope of work and carry out the approved action plan. If performance has not improved, ADSD will provide a written notice identifying the reduction of funds and the necessary steps.

16. Failure to meet any condition listed within the subgrant award may result in withholding reimbursement payments, disqualification of future funding, and/or termination of current funding.

**Compliance with Notice of Funding Opportunity**

Applicant agrees to the following requirements of compliance with submission of an application.

- A. If the applicant has not met performance measures and/or is not in compliance with previous DHHS/ADSD subawards, ADSD reserves the right to not make additional awards.
- B. Funds are awarded for the purposes specifically defined in this document, as well as the Notice of Subaward document(s) and shall not be used for any other purposes.
- C. ADSD reserves the right to make funding recommendations and subawards in a manner that ensures geographic coverage for services throughout Nevada.
- D. ADSD will not evaluate proposals that do not meet technical requirements of the funding opportunity.

**Applicant Acknowledgment and Agreement:**

<b>Name (printed):</b> Lisa Bonie	<b>Title:</b> NNCIL Executive Director
<b>Email:</b> lisab@nncil.org	<b>Phone:</b> 775-353-3599
<b>Signature:</b>	<b>Date:</b> 10/14/2024

DocuSigned by:  
*Lisa Bonie*  
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## Project Narrative

Limit to 3 pages. See the Notice of Funding Opportunity and Instructions for detailed information on Project Narrative, if requested for funding type.

Legislative Advocate/Educator

January 2025-December 2025

Northern Nevada Center for Independent Living (NNCIL) is requesting a total of \$54,000 for a dedicated and knowledgeable Legislative Advocate and Education Consultant plus administrative costs (allowed by the NVSILC) to focus on the needs of people with disabilities in collaboration with the Independent Living (IL) network in Nevada throughout the Nevada 83rd legislative sessions. The consultant will not engage in direct lobbying but will play a crucial role in monitoring legislative developments, providing education, and fostering collaboration among stakeholders. The goal is to ensure that the rights and needs of people with disabilities are effectively represented and addressed.

Key Responsibilities:

1. Policy Advocacy and Legislative Support:

- Monitor, analyze, and track state and federal legislation and policies that impact people with disabilities in Nevada. Special focus on the gaps in service identified in the Three-Year State Plan for Independent Living (NVSPIL).
- Identify legislative issues and other opportunities that may significantly affect the disability community, providing insights and recommendations for effective advocacy without engaging in direct lobbying.
- Collaborate with the Nevada IL network to develop strategies for promoting disability rights and services through non-lobbying channels, such as grassroots advocacy and public education campaigns.

2. Education and Training:

- Conduct educational workshops throughout the state, webinars, and training sessions for the Nevada IL network, advocates, and other stakeholders on legislative processes, and disability rights.
- Provide guidance and consultation to and from IL network and disability organizations on best practices for community engagement, and public education.
- Develop and disseminate educational materials (e.g., fact sheets, guides, presentations) that explain legislative changes and their potential impact on people with disabilities.
- Serve as a subject matter expert on disability services and laws, supporting the Nevada IL network in their efforts to promote independence and integration for people with disabilities.

3. Collaboration and Partnership Development:

- Work closely with the Nevada IL network, disability service providers, and community organizations to align legislative priorities and advocacy efforts.
- Build and maintain relationships with community leaders, government agencies, and other stakeholders to foster collaboration on disability-related issues.
- Collaborate with the Nevada IL network in representation at meetings, forums, and conferences to elevate the discussion on legislative and policy initiatives related to disability rights and services.

4. Research and Reporting:

- Research best practices, legislative trends, and emerging issues in disability policy.
- Prepare regular reports and updates for the Nevada IL network and stakeholders on legislative developments, advocacy outcomes, and emerging challenges.
- Analyze the effectiveness of advocacy and education efforts, recommending adjustments and improvements as needed.

5. Community Outreach and Public Engagement:

- Participate in disability-focused community outreach initiatives to engage people with disabilities and their families in understanding their rights, advocating for policy changes, and accessing services.
- Facilitate forums and public discussions to bring awareness to disability issues, legislation, and policy proposals.
- Use existing NNCIL and SNCIL social media platforms, websites, and monthly newsletters to develop public awareness campaigns focused on disability rights and legislative advocacy.

Legislative Advocate and Educator's Required Key Performance Outcomes :

- Number of Legislator Meetings Held
  - o Conduct at least 6 informational sessions for legislators and their staff to raise awareness about the needs and rights of individuals with disabilities.
- Number of Community Listening Sessions Hosted
  - o Organize 4 listening sessions across different regions of Nevada, aiming for diverse community representation.
- Number of Educational Workshops Conducted
  - o Facilitate at least 3 workshops on topics such as self-advocacy, navigating services, and understanding disability rights.

- Number of Educational Materials Distributed
  - o Create and distribute at least three (3) educational resources (brochures, online guides) focusing on the legislative process and disability rights.
  - o Aim for at least an increase of 100 unique visits to NNCIL and SNCIL's social media posts.
- Legislative Engagement (attendance at hearings, testimonies, etc.)
  - o Aim for at least 1 bill to be submitted to promote IL due to the legislative contractor's efforts.

The \$54,000 amount requested is an all-inclusive budget (consultant fee plus 10% administrative costs) that will ensure the consultant's role to fully fund all the necessary expenses for successful outreach and service delivery during the legislative session. This will include but is not limited to the consultant's base fee, travel to rural areas for workshops and meetings, and material design. NNCIL will provide as in-kind up to \$5,000 for the printing of materials, and cost to update our website and other related social media expenses. Adjustments can be made based on specific project requirements and agreements with the consultant.

## SUSTAINABILITY

- NNCIL will identify and aim to apply for additional grants from foundations, government agencies, and organizations focused on disability rights, health, education, or social services.
- NNCIL will reach out to corporations and businesses with a commitment to social responsibility, particularly those with a strong presence in Nevada. Seek sponsorships for educational materials or events.
- NNCIL will collaborate with the Independent Living (IL) Network that can provide shared resources, office space, or joint advocacy efforts. They may also have funding or be able to contribute to sustain the consultant.