



Social Services Block Grant for Emergency Disaster Relief Funds for Hurricanes Ike and Dolly

Request for Applications

East Texas Council of Governments

**Summary:** This Request for Applications (RFA) announces the availability of funds and solicits applications from eligible entities to compete for Disaster Relief Funds through the East Texas Council of Governments (ETCOG) for Texas Health & Human Services Commission Social Services Block Grant funding for Emergency Disaster Relief for Hurricanes Ike and Dolly. Public Law 110-329, also known as the Consolidated Security, Disaster Assistance, and Continuing Appropriations Act, 2009, was signed into law on September 30, 2008, providing \$600 million in additional funds to the Social Services Block Grants (SSBG) program (SSBG Supplemental Funding) to address necessary expenses resulting from hurricanes, floods and other natural disaster occurring between January 1, 2008, and September 30, 2008, for which the President declared a major disaster. Texas was allocated \$218,852,848 of the \$600 million in SSBG Supplemental Funding on January 7, 2009. The purpose of the SSBG Supplemental Funding is to provide a wide array of human services, including the provision of health care and of rebuilding needs. ETCOG has been awarded an amount not to exceed \$2,545,361.14, for the combined Federal Fiscal Years 2009-2010. 100% of the funding is provided by federal funds through the Health & Human Services Commission. All funds must be expended by August 31, 2010.

**Funding/Awards:** The total estimated funding for this competitive award is \$2,545,361.14. ETCOG anticipates awarding 20-30 eligible projects from this announcement, subject to availability of funds and the quality of applications received. The maximum amount of requested funding shall not exceed \$750,000. There is no minimum funding amount.

**Eligibility:** The nine counties designated by the Governor's office as Declared Disaster Areas are: Anderson, Cherokee, Gregg, Harrison, Marion, Panola, Rusk, Smith and Upshur Counties. These counties will receive priority for funding projects under the SSBG funding guidelines. In the event of unexpended funding, other counties may be eligible to participate in the Application process. Cities, counties, special purpose districts, independent school districts, general and special purpose districts, local and regional health districts, non-profit and faith-based organizations are encouraged to apply. For-profit applicants will be considered on a case by case basis, if the application meets all other criteria. No organization may participate in this project in any capacity or be a recipient of Federal funds designated for this project if the organization has been debarred or suspended or otherwise found to be ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension." (See 45 CFR 92.35.) **Prior to submission of Application, consult the Frequently Asked Questions page on the ETCOG website at <http://www.etcog.org>.**

**Dates:** Applications must be received by ETCOG no later than 5:00 p.m. on Monday, August 31, 2009. Any applications which are mailed must be received by the deadline; **postmarked dates are not acceptable as date of submission.** Any application received after the closing date and time will **not** be considered for funding. Applications may be hand-delivered or mailed to:

East Texas Council of Governments  
ATTN: SSBG Disaster Recovery Grant Application  
3800 Stone Road  
Kilgore, Texas 75662

ETCOG is not responsible for lost or misrouted mail. Faxed or e-mailed applications will **not** be accepted. If submitting a copy of the application on electronic media, you must include one original hard copy.

**Authorized Project Categories:** The following project categories are eligible for funding. Under each category heading is a brief description of the eligible activities for that category, including any special requirements. All applications must indicate the project category. A separate application must be completed for each project category applied for. **If the proposed project is not listed below, but could be of benefit to victims of Hurricane Ike or otherwise meet Social Service Block Grant goals and objectives, please contact ETCOG staff as soon as possible to discuss options.**

**Congregate Meals** Congregate meals are those services or activities designed to prepare and serve one or more meals a day to individuals in central dining areas in order to prevent institutionalization, malnutrition, and feelings of isolation. Component services or activities may include the cost of personnel, equipment, and food; assessment of nutritional and dietary needs; nutritional education and counseling; socialization; and other services such as transportation and information and referral.

**Home-Delivered Meals** Home-delivered meals are those services or activities designed to prepare and deliver one or more meals a day to an individual's residence in order to prevent institutionalization, malnutrition, and feelings of isolation. Component services or activities may include the cost of personnel, equipment, and food; assessment of nutritional and dietary needs; nutritional education and counseling; socialization services; and information and referral.

**Education and Training Services** Education and training services are those services provided to improve knowledge or daily living skills and to enhance cultural opportunities. Services may include instruction or training in, but are not limited to, such issues as consumer education, health education, community protection and safety education, literacy education, English as a second language, and General Educational Development (G.E.D.). Component services or activities may include screening, assessment and testing; individual or group instruction; tutoring; provision of books, supplies and instructional material; counseling; transportation; and referral to community resources.

**Housing Services** Housing services are those services or activities designed to assist individuals or families in locating, obtaining, or retaining suitable housing. Component services or activities may include tenant counseling; helping individuals or families to identify and correct substandard housing conditions on behalf of individuals and families who are unable to protect their own interest; and assisting individuals and families to understand leases, secure utilities, make moving arrangements and minor renovations.

**Health Related and Home Health Services** Health related and home health services are those in-home or out-of-home services or activities designed to assist individuals and families to attain and maintain a favorable condition of health. Component services and activities may include providing an analysis or assessment of an individual's health problems and the development of a treatment plan; assisting individuals to identify and understand their health needs; assisting individuals to locate, provide or secure, and utilize appropriate medical treatment, preventive medical care, and health maintenance

services, including in-home health services and emergency medical services; and providing follow-up services as needed.

**Home Based Services** Home based services are those in-home services or activities provided to individuals or families to assist with household or personal care activities that improve or maintain adequate family well-being. These services may be provided for reasons of illness, incapacity, frailty, absence of a caretaker relative, or to prevent abuse and neglect of a child or adult. Major service components include homemaker services, chore services, home maintenance services, and household management services. Component services or activities may include protective supervision of adults and/or children to help prevent abuse, temporary non-medical personal care, house-cleaning, essential shopping, simple household repairs, yard maintenance, teaching of homemaking skills, training in self-help and self-care skills, assistance with meal planning and preparation, sanitation, budgeting, and general household management.

**Debris and Blight Removal (Other)** Debris and blight removal are those activities directly related to the clearance, separation, removal, storage, reduction, and disposal of disaster debris. The activities to be undertaken must help to protect the health and safety of citizens, minimize threats to the environment, and ensure that critical response and recovery activities can proceed in a timely and unencumbered manner.

**Recreational Services** Recreational services are those services or activities designed to provide, or assist individuals to take advantage of, individual or group activities directed towards promoting physical, cultural, and/or social development.

**Description of Project:** Each "Application" must include a complete Description of Project. Provide a narrative regarding all aspects of the project. Specific information is required which addresses each of the following elements:

- A.** Why this project is necessary to the population being served
- B.** What other funding sources have been utilized to fund this project
- C.** Why other funding sources have not been utilized to fund this project
- D.** What specific area(s) will be served (i.e.-neighborhood, city, county, etc.)
- E.** What specific population will be served (i.e.-elderly, children, general population, LMI, etc.)
- F.** Anticipated timeline of activities in the project
- G.** Goals and expected outcomes of the project

It is expected that each "Application" will have a continuation sheet for Description of Project. Each attached page should be numbered Page # of # and include the Applicant Organization and Type of Project on the top of each sheet. This includes any maps, Memorandums of Agreement or other support documentation.

**Eligible Expenses:** Each applicant must identify the dollar amount related to each of the eligible expense categories on the "Application Budget Sheet." Eligible expenses include:

- A.** Direct program costs, to include repairs to homes
- B.** Project management (including record keeping, planning, reporting, monitoring and evaluating)
- C.** Environmental Reviews
- D.** Procured Services
- E.** Acquisition (for those activities which are not applicable under **A.** Direct program costs)
- F.** Personnel training and retraining directly related to the provision of those services
- G.** Other associated costs (explanation of costs must be included)

**Non-Eligible Expenses:** Non-eligible expenses are those costs which are ancillary to the proposed project.

- A.** General administrative costs not directly related to Project Management
- B.** Office Furniture and other supplies not directly related to the Project
- C.** Purchase of computer hardware, software or related items not directly related to the Project
- D.** Other non-tangible items

**Populations Served:** Each "Application" must address the total expected number to be served in the following categories:

- A.** Adults 60 and over
- B.** Adults 59 and under
- C.** Children 18 and under
- D.** Total Population Served (Is a sum of **A-C**)
- E.** Disabled as a Percentage of Total Population Served
- F.** Low-to-Moderate Income as a Percentage of Total Population Served

#### **General Standards**

1. The provisions of the requirements imposed by Federal laws, regulations, and the provisions of grant agreements and contracts as well as the provisions of the Uniform Grant Management Standards (UGMS) issued by the Office of the Governor apply to the use of these funds.
2. Funds may not be provided through a pass-through grant or subcontract to any public or private entity that is barred from participating in state contracts by the Texas General Services Commission, under the provisions of §2155.077, Government Code, and 1 TAC §113.02, GSC Regulations.
3. Direct Federal grants, sub-awards, or contracts under this program shall not be used to support inherently religious activities such as religious instruction, worship, or proselytization. Therefore, organizations must take steps to separate, in time or location, their inherently religious activities from the services funded under this program. Regulations pertaining to the prohibition of Federal funds for inherently religious activities can be found on the HHS website at <http://www.os.dhhs.gov/fbci/waisgate21.pdf>.
4. Federal grant funds provided under this award may not be used by the grantee or any sub-grantee to support lobbying activities to influence the proposed or pending Federal or State legislation or appropriations. This prohibition is related to the use of Federal grant funds and is

not intended to affect an individual's right or that of any organization, to petition Congress, or any other level of Government, through the use of other resources. (See 45 CCFR Part 93).

5. In accordance with Public Law 103-333, the "Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act of 1995," the following provisions are applicable to this grant award:

Section 507: "Purchase of American-Made Equipment and Products-It is the sense of the Congress that, to the greatest extent practicable, all equipment and products purchased with funds made available in the Act should be American-made."

Section 508: "When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all States receiving Federal funds, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources."

6. In accordance with Part C of Public Law 103-227, the "PRO-KIDS Act of 1994," smoking may not be permitted in any portion of any indoor facility owned or regularly used for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs whether directly or through State or local governments. Federal programs include grants, cooperative agreements, loans and loan guarantees, and contracts. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid fund, and portions or facilities and used for inpatient drug and alcohol treatment.
7. This award is subject to the requirements listed in the enclosed terms and conditions. This award is subject to the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to: [http://www.acf.hhs.gov/grants/award\\_term.html](http://www.acf.hhs.gov/grants/award_term.html). The use of Federal funds from this award constitutes the grantees acceptance of these terms and conditions.