

x 11 papers with standard margins throughout]. Each application shall include a project synopsis that identifies the following:

- (1) The name of the applicant;
- (2) The type of organization the applicant represents, the additional consortium partners and the type of organization they represent;
- (3) The amount of funds requested;
- (4) The planned period of performance;
- (5) An overview of the applicant's plan accomplishing the goals of Home Modification; and
- (6) An overview of the applicant's plan for sustaining the Home Modification program once Federal funding ceases.

• Section III. Project Narrative [The Project Narrative plus attachments are limited to no more than fifteen (15) 8½ x 11 pages, double-spaced with standard one-inch margins (top, bottom, and sides), and be presented on single-sided, numbered pages. Note: The Financial Plan, the Executive Summary, and the Appendices are not included in the fifteen (15)-page limit]. The substantive requirements for the project narrative are described below under Part VII—Statement of Work.

All text in the application narrative, including titles, headings, footnotes, quotations, and captions, as well as all text in charts, tables, figures, and graphs must be double-spaced (no more than three lines per vertical inch); and, if using a proportional computer font, use no smaller than a 12-point font, and an average character density no greater than 18 characters per inch (if using a non-proportional font or a typewriter, do not use more than 12 characters per inch). Applications that fail to meet these requirements will be considered non-responsive.

Part VII. Government Requirements/Statement of Work [Project Narrative]

The Project Narrative, or Section III of the grant application, should provide complete information on how the applicant will utilize an expanded capacity through this funding, to assess the need for home modifications for local residents with disabilities, and to arrange and complete those modifications. This system will better serve individuals with disabilities as they transition from facility-based residential sites to community housing, and to the work world. The period of performance will be 12 months from the date of execution by the Government. Up to ten competitive grants will be awarded in the range of \$50,000 to \$100,000. This grant program will target five to ten localities to conduct this

effort. Each locality will be responsible for:

- (1) Recruiting targeted recipients,
- (2) Assessing the necessary modifications,
- (3) Conducting the work,
- (4) Arranging sufficient and appropriate press opportunities, and
- (5) Submitting summaries of their respective activities.

The Project Narrative of the grant application must provide complete information that will address the requirements of this SGA, including significance of the proposed project. The Department, however, does not expect the applicant to incorporate every item listed as part of their strategy and proposal design. The Department recognizes that the needs and requirements of each locality may be different, and therefore, some of the options identified may be more relevant than others in a particular locality.

1. Significance of the Proposed Project (20 Points)

The purpose of the Significance of the Proposed Project is to assess the overall elements of the applicant's proposal; to identify strengths and deficiencies to be addressed by the applicant's proposal; to identify the overall scope of proposal objectives and design; and, to present the applicant's need for Home Modification grant resources. This criterion will be rated based upon the applicant's proposed approach to addressing identified community needs in the context of the grant priorities.

The Project Narrative must include:

- (1) Evidence of significant previous involvement in the provision of home modifications for persons with disabilities or older Americans;
- (2) Current and anticipated linkages with local disability-related organizations, such as Centers for Independent Living, vocational rehabilitation agencies, local governmental entities, faith-based and community organizations, and/or provider agencies; and
- (3) Describe how individuals with disabilities from diverse cultures will be recruited for participation in this effort; demonstrate how special emphasis will be made on the recruitment of individuals who are seeking employment outcomes or who are currently working from home.

Positive press clippings and "success stories", if available, should also be included.

In determining the significance of the proposed project, ODEP will consider the following factors:

(a) The potential contribution of the proposed project to the employment of individuals with disabilities;

(b) The current level of similar activity in the applicant's locality and those sites commitment to work with this application;

(c) The extent to which the proposed project is likely to yield findings that may be used by other appropriate agencies and organizations;

(d) The extent to which the proposed project involves the development or demonstration of promising new strategies to expand home modification options for individuals with disabilities;

(e) The likely utility of the products (such as information, materials, processes, or techniques) that will result from the proposed project; and

(f) The importance or magnitude of the results likely to be attained by the proposed project.

2. Quality of the Project Design (30 Points)

The purpose of the Quality of the Project Design criteria is to identify the strategic plan proposed by the grantee to implement the Home Modification program in their locality. The application must address the proposed design for a locally based effort. The plan should identify:

- (1) Local organizations' roles within the proposed activities, including faith-based and community organizations;
- (2) How those organizations will integrate resources to advance the effort;
- (3) The proposed plan for recruiting individuals with disabilities, especially those either seeking employment or currently working from home;
- (4) Plans, if warranted, for long term funding for the initiative;
- (5) Evidence of working with their local One-Stop Career Center(s) for purposes of outreach and referral.
- (6) Provide an estimate of the type and extent of modifications, as well as the number of expected target recipients;
- (7) Identify any matching funds, including federal housing funds (such as Community Development Block Grants and HOME Program funds), corporate funding, local governmental funding, etc., to be utilized; and
- (8) Provide an estimate of expected donated materials as well as in-kind contributions, including volunteer time.

In evaluating the quality of the proposed project design, the ODEP will also consider the following factors:

(a) The extent to which the goals, objectives, and outcomes to be achieved are clearly specified and measurable;

(b) The extent to which the design of the proposed project features innovative