

Strengthening Self Advocacy Groups Scholarship Application



Application Deadline Scholarships will be available until all funds are expended or until September 2021.

Contact Information:

For more information about Self Advocacy Solutions and the grant opportunities, please contact George Garcia at 602-235-0354 ext 801

or

e-mail at g.garcia@swifamilies.org.

All applications must be submitted to George Garcia by e-mail at g.garcia@swifamilies.org.

Strengthening self advocacy groups Application

The statewide self advocacy coalition known as [Self Advocacy Solutions](#) is committed to developing a coalition of people with disabilities and allies throughout Arizona. The purpose of the coalition is to advocate for the rights of people with disabilities. To strengthen the coalition, [Self Advocacy Solutions](#) is looking to fund the new development of self advocacy groups or the strengthening of existing groups in Arizona. To do so, [Self Advocacy Solutions](#) will provide five scholarships worth up to \$2,000 each to groups or organizations that are willing to support existing or newly developed self advocacy groups.

Under the scholarship program, organizations will work with their partner self advocacy groups to develop or strengthen their self advocacy structure including adopting bylaws, mission statements, and a self-advocate led leadership structure. Furthermore, groups will also develop strategic plans with actionable goals and objectives adopted by the members themselves to take on an issue or a problem concerning people with disabilities in their communities.

The funded self advocacy groups will also be part of the statewide coalition [Self Advocacy Solutions](#). Meeting once a month, [Self Advocacy Solutions](#) brings together self advocates and allies from around the state to talk about the issues that affect people with disabilities on a local, state, and national level. As part of [Self Advocacy Solutions](#), the funded self advocacy groups will be able to work with self advocates from around the state to take on issues that are important to them.

What is self-advocacy?

[Self Advocacy Solutions](#) is looking for self advocacy groups that believe in the principles behind the self advocacy movement. People with disabilities who believe in the self advocacy movement are known as self advocates. For self advocates, self advocacy is:

- The freedom to say what we think.
- Trusting ourselves that we know ourselves best.
- Not giving up on what we want because we are just as important as

anyone else, and what we say is important.

- Having courage to speak up for ourselves.
- Recognizing that you have an interest and responsibility for the decisions made about your life and you exercise your right to make those decisions.

What are self advocacy groups?

Self advocacy groups are advocacy groups for people with disabilities led by people with disabilities. Their purpose is to bring people with disabilities together to teach self advocacy skills and advocate for people with disabilities. Self advocacy groups may have advisors or supporters who help bring the group together. However, all decisions are made by the group members.

What organizations may apply?

The scholarship program will be available to two different types of organizations.

- Organizations that are partnering with existing self advocacy groups
- Organizations willing to start up a new self advocacy group

Organizations may be 501c(3) nonprofits or for-profit companies that work directly with people with disabilities. The organizations must be able to serve as a fiscal agent to their partner self advocacy group and assist with managing and dispensing all scholarship funds. Scholarship funds shall not be used to pay for organization staff time working with the self advocacy group.

Organizations must also provide a place for the self advocacy group to meet at least once a month in person or virtually. Meeting location or method must be accessible to people with disabilities in the group. The organization must provide all necessary accommodations to ensure people with disabilities are able to attend meetings. This includes choosing meeting locations that are compliant with the Americans with Disabilities Act as well as any other reasonable accommodations requested by members.

Furthermore, organizations must be able to provide at least one staff person to serve as an advisor to the group and assist with the development

of the self advocacy group. The advisor will work directly with the group to assist in developing bylaws, mission statements, self advocate led leadership structure, and a strategic plan with actionable goals and objectives. As an advisor, the role of the advisor is to assist but should not have a leadership role within the self advocacy group.

What is required of self advocacy groups?

The purpose of the scholarship is to strengthen or develop new self advocacy groups. The self advocacy groups will also be part of [Self Advocacy Solutions](#) which serves as the statewide self advocacy coalition. To receive scholarship funds, organizations and their self advocacy group partners will need to submit a plan on how they plan to develop or strengthen their self advocacy structure including bylaws, mission statements, and leadership structure. Self advocacy groups will also need to submit a strategic plan that includes actionable goals and objectives that take on an issue or problem that is affecting people with disabilities in their community.

Examples of possible goals may include the following:

- **Legislative**
 - Supporting or opposing legislation affecting people with disabilities
 - Increasing the ability of people with developmental disabilities to advocate to their legislative representatives
 - Increasing voter registration and voting rights awareness among people with developmental disabilities
- **Community**
 - Increasing public transportation options in the community for people with disabilities
 - Reducing barriers for people with disabilities within their communities
 - Stopping discrimination towards people with disabilities
- **Personal**
 - Increasing self advocacy skills among people with developmental disabilities

- Increasing knowledge of their rights as people with developmental disabilities
- Increase involvement of people with developmental disabilities in self advocacy groups

Scholarship funds

Each funded self advocacy group may be eligible to receive up to \$2,000 to strengthen or develop as a new self advocacy group. The self advocacy groups may use the scholarship funds for activities and materials needed by the self advocacy group. This may include any expenses the group may have to make in order to achieve their goals under the strategic plan. Money, however, cannot be spent to pay for services provided by the partner organization applying for the scholarship such as meeting space or organization staff time.

Scholarship funds will be provided as reimbursement for any expenses made by the self advocacy group. The fiscal agent organization must be able to make purchases on behalf of the self advocacy group and then apply for reimbursement from [Southwest Institute for Families and Children \(SWI\)](#).

Before purchases are made by the group, the group must submit a written request for funds to [SWI](#) with exact cost amounts and a reason for such expenses. [SWI](#) will review all requests for funds and will provide a written approval or denial notice within one week of request for funds. A copy of all receipts and invoices must be provided to [SWI](#) after each purchase. Organizations will be required to keep records of all expenses made using scholarship funds for a total of five years.

Possible expenses may include:

- printing cost for brochures, flyers, posters, business cards
- graphic design expenses
- marketing materials
- conference fees
- travel expenses for group members and assistants

Travel expenses include hotel, mileage, and meals. Travel expenses will be reimbursed based on the rates provided by the Arizona Department of Administration-Government Accountability Office. To review the current travel reimbursement rates, please visit the Government Accountability Office website at <https://gao.az.gov/travel/welcome-gao-travel>

Please see below the purchase request form.

How will applicants be evaluated?

All applicants will have their applications reviewed by a panel of self advocates and allies. All applications will be evaluated based on:

- meet eligibility requirements
- provide a comprehensive response to the scope of work
- experience and qualifications working with people with disabilities
- capability of expanding and sustaining the self advocacy group

SELF ADVOCACY SCHOLARSHIP APPLICATION		
APPLICANT INFORMATION		
Name of organization:		
Name of contact person:	Phone	
Address:		
City:	State:	Zip code:
Email:		

Organization Survey

	YES	NO
As an organization working with a self advocacy group, will you provide a staff person free of charge to serve as an advisor for the group and provide support?		
As an organization working with the self advocacy group, will you provide fiscal agent services free of charge to the group to assist in managing and dispensing their scholarship award?		
As an organization working with the self advocacy group, will you work with the group to ensure they participate in the Self Advocacy Solutions monthly meetings?		
As an organization working with the self advocacy group, will you provide a meeting location or electronic meeting method where the group can meet at least once a month that is accessible and has all necessary accommodations needed for group members to participate?		
Will the self advocacy group be led by people with disabilities including having all decisions of the group made by people with disabilities?		
Is the current self advocacy group or yet to be developed self advocacy group be open to having self advocates from the public who are not involved with the organization becoming members?		
Does the self advocacy group have a mission statement? If yes, please provide a copy with your application.		
Does the self advocacy group have bylaws? If yes, please provide a copy with your application.		
Does the self advocacy group have a leadership structure? If yes, please provide a copy of a leadership chart with your application.		

Scope of work

4 pages maximum to answer all questions. Timeline is not included in the total page count.

1. Is this a new self advocacy group or an existing self advocacy group? If existing, please provide the name of the group, where they meet, and current leaders.
2. After Covid-19, will the self advocacy group be meeting in person, virtually, or a combination of both?
3. What community, city, county, or region does this self advocacy group plan to serve?
4. What disability group or groups will the self advocacy group be servicing? Please include disability types, age, and any other relevant information.
5. Why do you want to have or strengthen a self advocacy group?
6. What do you hope to happen by September 30, 2021?
7. If your group does not have a mission statement, bylaws, and leadership structure, do you plan on developing them by May 30, 2021? If no, please explain why.
8. How will the organization work with the self advocacy group to provide fiscal agent services?
9. How does the organization plan to provide additional support to the self advocacy group as needed? Is there a person assigned to work with the self advocacy group? If so, who (please provide name, title, and contact information)?

10. What experience does the organization have working with people with disabilities?
11. What activities does the self advocacy group plan to complete by the end of September? Please include a timeline. Timeline is not included in the total page count.

Deliverables

- Organizations will be required to provide [SWI](#) with a brief monthly update as to the activities and progress made by the organization and the self advocacy group.
- Receipts and invoicing will be required to [SWI](#) for reimbursement of expenses related to the self advocacy group.
- Self advocacy group meeting minutes and completed items such as mission statements, strategic plans, bylaws, and leadership structure shall be submitted to [SWI](#) by September 2021.

Application Deadline

Grant awards will be available until all funds are expended or until September 2021.

Contact Information

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Application submission

All applications must be submitted to George Garcia by e-mail at g.garcia@swifamilies.org. Applications must be submitted as one PDF file using 12 point font with either Times New Roman font or Arial font.

Budget Request Form

Please answer the following questions to submit for approval any purchases or expenses made on behalf of the self advocacy group. The form must be completed and submitted to [SWI](#) before making any expenses or risk not having those expenses reimbursed by [SWI](#). Once the form is submitted with all proper documentation, [SWI](#) will complete the approval process within one week of submission.

1. What is being purchased?
2. What is the total amount of money requested? Please include any written estimate or cost proposal provided by vendor.
3. What is the purpose for the purchase or expense?
4. Is the purchase or expense solely for the use and benefit of the self advocacy group?

If approved for purchase, [SWI](#) will reimburse the organization serving as the fiscal agent of the self advocacy group for any expenses made on behalf of the self advocacy group. The organization must provide invoices and receipts to [SWI](#) for reimbursement.