



Notable Rapid Response Questions from April 2021

Funding

My Council requires 33% match, and it looks like the DD Act indicates a 25% match - which is correct?

The DD Act indicates that a Council can only pay up to 75% of the total cost of a project with federal funds. This means 25% of the total cost of the project would be the cost sharing or match from the person or organization requesting federal funds.

To calculate the total cost of a project or activity in an area NOT designated as urban or rural poverty, you will do the following:

1. You must know **the amount of federal funds** requested.
2. Multiply the amount of federal funds by .34.
3. To verify the accuracy of your calculations, add federal funds and matching funds together (this becomes the total cost of the project or activity), then divide the matching funds by the total funds. The result is the percentage of matching funds.

Example:

Amount of federal funds requested: \$55,000.

To determine the total cost of the project, multiply the amount of federal funds requested (\$55,000) by .34 ($\$55,000 \times .34 = 18,700$).

Add the amount of federal funds to the amount of matching funds to get the total cost of the project or activity (\$55,000 plus 18,700 equals \$73,700).

To verify cost sharing or match in the amount of 25%, divide 18,700 by the total cost of the project, 73,500. The result is the percentage of matching funds, 25.373 or 25%.

Caution! If you apply a 25 percent rate to the amount of federal funds alone, this will result in an incorrect number that all other calculations would be based. If you need additional support or training on this item, please contact smatney@nacdd.org.

Federal Reports

Are we supposed to report our CDC funded vaccine work in our PPR?

No. Any work conducted with the CDC Vaccine money will be reported separately.

State plan development 2022-2026

Can we include all minority groups from our State/Territory in our [targeted disparity](#) objective?

Guidance documents indicate the Council is to identify a sub-group within the larger group of people in the state/territory that have ID/DD and who experience health equity/services/supports/access etc. differently than other groups of people with ID/DD in the state/territory.

Three important items are:

- The identified sub-group comes from the larger group of people with ID/DD in the state/territory.
- The disparity if sub-group is experiencing is stated.
- The strategies the Council plans to use to decrease the disparity are included.

For example: Rather than indicating “all minority populations”, we recommend specifics (a targeted group) such as: African American families of children with ID/DD that live in a rural communities. The disparity should also be stated such as: lack of knowledge and access for autism testing and support. Then identify the strategies such as: building capacity with providers, outreach to families, training, and education.

Another example: The targeted group such as: People with ID/DD over the age of 65. The disparity is poor nutrition due to lack of transportation to get healthy food. The planned strategies could be removing transportation barriers for the targeted population.

Can we include objectives and activities that are focused on Council members, Council staff, and Council vendors or grantees?

No. If objectives or annual work plan activities are for the benefit of Council members, Council staff, or Council vendors or grantees, these would be considered general management activities. General management activities be conducted and funded with the administrative (30%) portion of the grant award. Common items are Council and committee meeting expenses, Council member, staff, vendor and sub-recipient development and training.

Other

Can the Council require people to show proof of vaccine to attend in-person meetings, and events?

Councils must follow all State policies and procedures as well as [CDC guidelines](#) for small and large gatherings.

Can we use an online polling feature to record Council member votes when we conduct our meetings virtually?

Review your State/Territory Open Meetings or Sunshine Law to make sure your voting procedures align with any state/territory requirements.

If you can use an online polling feature, make sure only appointed Council members can vote (not any person that is attending the meeting). Ensure any online polling feature is accessible to members.

We recommend you explore your online platform for special features. For example, Zoom has a “Zoom Meeting Voting Feature”. This allows the meeting organizer to enable the voting function for members of a specific group – in this case Council members. Using a feature like this would help make sure only Council members are voting on Council business.