

State of Nevada
Aging and Disability Services Division

Notice of Funding Opportunity

**Communication Access Service Centers:
Language Acquisition
Access to Services**

Funding Opportunity Number: ADSD-AccessCAS2026-C

Applications Due: March 03, 2025

Table of Contents

Funding Opportunity Description	2
Informational Meeting	5
Award Information	5
Subrecipient Training.....	7
Application and Submission Information.....	7
Application Review Information	8
Form Instructions.....	10
Appendix 1 – Language Acquisition	18
Appendix 2 – Access to Services	19

State of Nevada

Aging and Disability Services Division

Funding Opportunity Title:	Communication Access Service Centers
Funding Opportunity Number:	ADSD-AccessCAS2026-C
Project Period:	July 1, 2025 – June 30, 2027
Budget Period (1st Year):	July 1, 2025 – June 30, 2026
Due Date for Applications:	March 03, 2025

Funding Opportunity Description

Background

The Aging and Disability Services Division (ADSD) is seeking partner organizations to provide services to the deaf, hard of hearing and speech disability community per Nevada Revised Statutes (NRS) 427A.797.

This funding opportunity is in line with the ADSD Mission:

To empower individuals and their support systems by providing resources for disabilities and aging – connecting Nevadans to services and improving their quality of life.

The Telecommunication Devices for the Deaf (TDD) Surcharge is imposed on every phone line in the state of Nevada to fund the Communication Access Services (CAS) program, administered by ADSD. Per NRS, the surcharge is used to provide the following services to the deaf, hard of hearing and speech disability community:

- Interpreter Program
- Sign Language Interpreter/Communication Access Realtime Translation (CART) Registry
- Relay Nevada
- Access to Services
- Language Acquisition
- American Sign Language (ASL) Instruction
- Telecommunications Equipment & Assistive Technology Distribution

ADSD is aware that the deaf, hard of hearing and speech disability community throughout Nevada faces several challenges. Most notably, deaf individuals experience a shortage of trained, qualified interpreters available to them, and service providers often have no experience in locating and using interpreters. This is particularly challenging in rural areas, in medical and legal settings, and within the school system. ADSD administers the Interpreter Program through state staff. This includes mentorship for interpreters that is provided through one-on-one mentoring, study groups, and professional development workshops to increase their skill level and advance their credentials to provide higher quality services. In addition to administering the Interpreter Program, ADSD administers the Nevada Interpreter/CART

Registry through state staff to ensure that interpreters meet the minimum qualifications to work in the State according to Nevada Revised Statute 656A. The Relay Nevada service, which enables access to the landline telephone network using telecommunications equipment, is provided through a contract. ADSD also provides funding to community partners for the services of ASL Instruction and Telecommunications Equipment Distribution. These services are not part of this current Notice of Funding Opportunity (NOFO).

In this current NOFO, ADSD is seeking to award funding for Access to Services and Language Acquisition. ADSD seeks to support these services through subawards to one or more partner organizations who will work to support the deaf, hard of hearing and speech disability community.

Current Challenges

This Notice of Funding Opportunity seeks to specifically address the following challenges:

Gaps in Services

Due to an insufficient provider network and lack of communication access, especially in terms of qualified sign language interpreters, the deaf, hard of hearing, and speech disability community often has a lack of access to basic services to the same degree enjoyed by the hearing population. For example, an individual who is deaf and whose primary language is American Sign Language (ASL) may not be able to access social service programs that can help support their goals and needs because the staff within these programs lack knowledge, language skills, and cultural competency regarding individuals who are deaf, hard of hearing, or who have a speech disability. These individuals may also face challenges in accessing basic education services, employment opportunities or even healthcare. These individuals may need coaching and support to know what services are available to them, how to access them, how to self-advocate, and in some instances may need ongoing support until their needs are met. These services should be offered in a manner that is person-centered, person-led and empowering.

One reason for the gap in access to services is the lack of cultural and language competent staff to connect the person with a communication disability to the social services needed. Unless social work and coaching are provided by staff familiar with communication disabilities and Deaf culture, there will be a disconnect between the case worker and the person with a disability. Persons who are deaf have distinct cultural and language needs that can lead to misunderstandings and gaps in services if these needs are not understood by program staff.

Language Development

For all children, language development is critically linked to cognitive development. For children who are born deaf or hard of hearing, language acquisition in an accessible environment is critical for cognitive development as well as for their long-term success. It is crucial to provide exposure to visual language and visual communication that is accessible to children who are deaf and hard of hearing as well as their families. Information on the variety of options available for language acquisition services and activities should be provided to

ensure that parents and families are empowered to make informed decisions about their child's language development. Families should be given options for language development programs and activities and have ongoing support as their child's language develops.

Language development programs for children must use varied activities and include role modeling, coaching, social learning and immersion, and an introduction to Deaf culture. These programs must also support families in developing language that helps them to communicate with their child. The program should include opportunities for language development in both one-on-one and group settings.

Coordination of Services

Community providers are working to partner across services. However, when community providers are asked to describe the partnerships they have created to work with the deaf, hard of hearing, and speech disability community, the model under which they operate is often limited to referrals to other providers. In recent years, ADSD has facilitated townhall meetings and focus groups at which providers were informed of the community's frustrations over the lack of targeted coordination of services and over-reliance on referrals. Still, partners continue to focus on a solely referral-based provision of services. This approach does little to resolve the communication barriers in accessing social, education and health services, a major concern consistently expressed by members of the community.

It is essential that Nevada develop a network of support for the deaf, hard of hearing, and speech disability community that includes members of the community, communicates directly with the community, and is competent with the cultural needs of this community.

Funding Description

Funding for this opportunity comes from the Telecommunication Devices for the Deaf (TDD) surcharge collected by the Public Utilities Commission (PUC).

Per NRS 427A.797 services to be funded under this NOFO include:

- Language Acquisition
- Access to Services

ADSD anticipates a total of approximately \$935,000 dollars to support community providers under this funding opportunity. This amount will be for year one of a two-year project period. Budgetary support for subaward recipients in the continuing year (year two – SFY2027) will depend upon the overall availability of funds, program performance, program reporting, and service priorities established by the Division.

Eligible Applicants

Non-profits, public agencies and for-profit businesses may apply if interested in providing services outlined in this funding opportunity. All applicants must be in good standing with the State of Nevada and the Federal Government. If an applicant has not responded to any audit

findings from the Aging and Disability Services Division (ADSD) or the Department of Health and Human Services, their application may not be considered for funding.

Applicant Assistance

The Nevada Governor's Office of Federal Assistance is available to provide pre-award assistance to applicants. More information about available services and contact information is available at <https://ofa.nv.gov>.

Informational Meeting

ADSD will host a virtual applicant information meeting on Wednesday, January 29, 2025 from 11:00am – 12:00pm (PT) via Zoom. Registration is not required. ASL interpreters will be provided.

Join Zoom Meeting

<https://us06web.zoom.us/j/82532707516?pwd=RUKflluApRMt1KN2uOFsiwqipXupvt.1>

Meeting ID: 825 3270 7516

Passcode: 405921

Dial In: +16694449171,,82532707516#,,,,*405921# US

Award Information

Service Categories

The Aging and Disability Services Division has defined two (2) services based on the NRS. Applicants must submit **a separate application for each service** they wish to apply for in this Notice of Funding Opportunity. Each service has a specific amount of funding allocated based on priorities set by NRS and community need. Each service has an appendix with specific information related to the service.

NOTE: Click on the name of the service below to be routed to that appendix item.

[Language Acquisition](#)

This service provides activities that support the deaf or hard of hearing child's language development and effective communication. The program will be offered to young children who have hearing loss, their parents, and family members. Services are person-centered and provide children and families access to language acquisition programs and activities to reach their goals.

[Access to Services](#)

This service focuses on providing assistance to youth and adults who are deaf, hard of hearing and speech disabled in order to facilitate their access to services, specifically employment, education, health and social services. Services can be provided to adults and/or to children and their families.

Subrecipient Responsibilities

This is a competitive funding opportunity. Applicants will be evaluated, in part, on the applicant's stated plan of action and demonstrated capacity to begin effectively and expeditiously implementing subaward activities within sixty days of the start of the subaward project period. The subaward is an agreement between the applicant and the Aging and Disability Services Division (ADSD).

The subaward recipient agrees to the responsibilities outlined below:

In addition to the Applicant Certifications included in the ADSD Subaward Application form, the following conditions apply for funded projects.

- Programs awarded funding must provide requested revisions to ADSD by the date indicated in the notification email. A Notice of Subaward (NOSA) cannot be issued without requested revisions.
- Applications must be signed by the Authorized Organizational Representative (AOR) or head of the agency.
- If the subaward recipient address changes, the subaward recipient must submit a Vendor Information Update and/or Additional Remittance Form to the State's Controller's office. ADSD must be notified of address and Vendor Number changes to avoid delay in dispersing funds.
- All subaward recipients must have a Unique Entity ID (UEI) Number.
- All subaward recipients must have an Employer Identification Number (EIN) or Federal Tax Identification Number.
- All subaward recipients must comply with the [Grant Instructions and Requirements \(DHHS-GIRS\)](#) and the [Requirements and Procedures for Grant Programs \(ADSD-RPGPs\)](#), statements of DHHS and ADSD policy that ensure fiscal compliance with statutes, regulations, and/or rules.
- All subaward recipients must comply with ADSD's [General Service Specifications](#).
- All subaward recipients must comply with the Program-Specific Service Specifications referenced in the Appendix for each service category, located on ADSD's site <https://adsd.nv.gov/Programs/Grant/ServSpecs/Documents/>.
- All subaward recipients must comply with ADSD's data collection and reporting requirements. Monthly, quarterly, and annual reports should be submitted timely, and per ADSD guidance. Reporting requirements may change at the discretion of ADSD and/or the funder. Failure to comply with reporting requirements can place a subrecipient's funding in jeopardy and will result in fiscal monitoring findings.
- The Request for Reimbursement (RFR) form must be submitted in accordance with the Reporting Schedule, including all required backup documentation.

ADSD staff agrees to the responsibilities outlined below:

- ADSD team members will provide reporting instructions to all subaward recipients.
- All subaward recipients will be assigned a Program Coordinator (PC) who is available to aid with aspects of subaward management, program-specific technical assistance, and

program development. Fiscal Auditors are available to address questions regarding fiscal matters.

- The assigned PC will contact subaward recipients regarding requested revisions before a Notice of Subaward (NOSA) can be issued.
- NOSAs will be distributed to funded programs in June 2025, or as soon as possible pending receipt of requested revisions.
 - The Request for Reimbursement file will be distributed with the NOSA.
- ADSD may, at its discretion, conduct monitoring of subaward recipients at any time during or up to three years after the close of a subaward. Programs will be assessed to evaluate fiscal accountability, progress towards achieving program goals and objectives, data collection and reporting, client satisfaction and outcomes, and adherence to all regulations, statutes, and/or rules. Programmatic and fiscal monitoring will be scheduled in accordance with Department of Health and Human Services (DHHS) policies.

Subrecipient Training

ADSD will make training available to all subaward recipients as needed. Training can include the Request for Reimbursement (RFR) process, reporting, data entry, and other requirements.

Application and Submission Information

Applicants must submit a separate application for each service they wish to apply for under this Notice of Funding Opportunity. The two services under this NOFO are Language Acquisition and Access to Services.

Division Contacts

General program/service questions and technical assistance on the required forms, beyond instructions provided in this document, can be directed to:

ADSDGrants@adsd.nv.gov.

Questions and answers that are helpful for all applicants will be posted online at http://adsd.nv.gov/Programs/Grant/Notices_of_Funding_Opportunities/.

Application Forms and Submission Information

The Competitive Subaward Application consists of three (3) forms (listed below). Applications must include all required components (see [Application Checklist](#)) to be considered for funding.

1. ADSD Subaward Application - Competitive (PDF)
2. ADSD Subaward Budget Template (Excel)
3. ADSD Work Plan Template (Word)

Deadline: Applications are due on or before Monday, March 03, 2025 by 11:59 pm (PT). Applications must be emailed to ADSDGrants@adsd.nv.gov.

Application Review Information

Application Screening

- Each application will undergo an initial review for completeness and adherence to instructions. Applications that do not meet all requirements will not be accepted for funding consideration. Applicants with rejected applications will receive written notification.
- Rejected applicants may appeal this decision, in writing, to the ADSD Administrator. The request for review must be received within five working days from the notification of non-acceptance.
- The ADSD Administrator, or designee, will notify the applicant of the Administrator's decision, in writing, within ten working days of receiving the applicant's appeal.
- The ADSD Administrator's decision is final. There is no additional appeal process.

Review and Selection Process

After application screening, all applications will be reviewed by ADSD staff and independent reviewers based on scoring criteria in the following section. These reviews will provide initial funding recommendations.

Reporting and compliance history of previous or current subaward recipients will be considered.

ADSD may negotiate with or seek additional information from applicants before decisions are made. Prompt response to requests for information or negotiations is encouraged to prevent delays in funding or rejected applications.

Funding decisions will be made by the ADSD Administrator based on application scores, funding availability and regional allocations. As noted above, the ADSD Administrator's decision is final.

Scoring Criteria

Competitive applications will be scored according to the following matrix (50-point total) based on all application components:

1. Project Relevance, Current Need, and Priority Populations (up to 10 points)

- The applicant clearly identifies the proposed project, project relevance, as well as the unmet needs and service gaps that will be addressed by the applicant's project.
- The targeting plan is well defined and expands awareness and access to the service.
- The applicant identifies priority populations to be served. Priority is given to underserved and the most vulnerable populations which may include individuals who are homebound, isolated, low-income, a minority, and/or living in rural or frontier areas.
- The applicant describes anticipated barriers and plans to address barriers.

2. Capacity and Approach (up to 15 points)

- The applicant clearly describes the proposed project, including their approach and specific activities to be completed. Activities to reach priority populations are included.
- The applicant demonstrates their experience and ability to complete the proposed project.
- The applicant identifies and defines the role of key staff, partnerships, and other resources that will have a significant role in completing project activities.
- The project describes new or innovative approaches that will help expand their capacity to increase access to the service.

3. Cost Effectiveness and Sustainability (up to 10 points)

- The submitted budget is complete and the applicant's projected costs are reasonable.
- There are other funding sources identified to help support the project.
- The level of funding requested is explained and justified within the proposal.
- The applicant demonstrates cost-effectiveness and financial accountability.
- Projected costs are relevant to project activities.

4. Project Impact (up to 10 points)

- Project goals, objectives, and intended outcomes are clearly stated.
- The applicant describes methods of documenting and evaluating project effectiveness, quality of service delivery, and impact on target populations.
- Goals and objectives are relevant to the intent of funding and address identified gaps and needs.
- Goals and objectives support activities that help improve access to services and promote program awareness.
- The goals, objectives, and activities of the project have an established timeline that is reasonable.

5. Adherence to application instructions and accurate completion of forms (up to 5 points).

- The applicant followed the instructions. Required forms/sections were completed accurately and completely.
- Responses are detailed and concise.

Anticipated Announcement Award Date

Subaward decisions will be announced via email in May 2025. Requested application revisions must be received and approved by ADSD promptly, by the date requested in the email correspondence.

Notices of Subawards (NOSAs) will be distributed in June 2025, or as soon as possible once ADSD receives requested subaward recipient revisions, as applicable.

Form Instructions

Application Format

All applications **MUST** conform to the following requirements to be considered for funding:

- Applications must be computer-generated on ADSD's Application Forms.
- The three files required for all competitive applications must be formatted as stated below and compiled according to the [Application Checklist](#).
 - ADSD Subaward Application – Competitive with Project Narrative (**PDF**)
 - ADSD Subaward Budget Template (**Excel**)
 - ADSD Work Plan (**Word**)
- All application forms have pre-set formatting including fonts, line spacing, and margins.
- Expand rows on the Budget (Excel file) so that all text entered is visible.
- Project Narratives must be submitted with the ADSD Subaward Application Form as one PDF document.
- Project Narratives must be concise and no more than 10 pages (excluding attachments). Do not include cover sheets, cover letters, unsolicited attachments, or application instruction pages, as they will be included in the page limit.
- Applications are expected to be free of spelling and grammatical errors.
- Budget line item (row) calculations must be included where required and accurate to the penny.
- Submitted applications must be assembled according to the instructions on the [Application Checklist](#).
- All applicable sections of the Subaward Application must be signed and dated.

ADSD Subaward Application – PDF Document

A. Organization Information

This section captures information regarding the subrecipient organization. The Organization Name is the subrecipient agency that will be named on the Notice of Subaward and is responsible for the funds awarded. Information in this section must match exactly what is on record with the Nevada State Controller's Office. *Failure to provide correct information in this section will prevent ADSD from making payments to the subrecipient if funding is approved.*

The Authorized Organizational Representative (AOR) is the individual authorized to sign and submit an application on behalf of the organization. The AOR is responsible for the organization's compliance with the terms and conditions of subawards, including compliance with state and federal laws/regulations. In non-profit organizations, this person is the President of the Board of Directors.

- Applications must be signed by the Agency's AOR.

- The Agency’s AOR may list up to two (2) Additional Authorized Signers on the application, indicating authorized representatives who are able to sign NOSAs, Amendments, or other documents.
- Changes to the approved AOR and/or Authorized Signers must be submitted in writing by the Agency’s AOR. A signed, dated letter should be submitted to ADSDGrants@adsd.nv.gov. Authorized Signer letters are valid for one (1) year.
- The Fiscal Officer is the point of contact for any concern regarding the budget, requests for reimbursement, and annual audits.

B. Project Information

This section is for project specific information including the service priority, specific service, and physical address of the project. This section should also list the Project Director who is assigned as the manager/coordinator/lead for this project. The Project Director is the day-to-day contact for ADSD.

C. Applicant Certifications

These are required certifications for all applicants, acknowledging the information contained within the application is true and correct.

PROJECT NARRATIVE

A project narrative is required for every application.

Provide detailed, (but concise) responses to each section of the project narrative using the guidance below and throughout this Notice of Funding Opportunity. **Page Limit:** 10 pages

The project narrative is the main description of the proposed project and includes five sections:

- Challenges and Need
- Proposed Intervention
- Organizational Capacity and Partnerships
- Cost-Effectiveness and Sustainability
- Outcomes and Evaluation

A. Challenges and Need

Describe, in both quantitative and qualitative terms, the nature and scope of the particular problem(s), challenge(s), need(s), and/or issue(s) the proposed intervention is designed to address. Include information about unmet needs, service gaps, and specific concerns individuals with hearing loss or speech disability face in accessing and utilizing services, that will be addressed through the proposed intervention. Identify priority populations to be served through the proposed project as well as any challenges or barriers anticipated in implementing interventions.

B. Proposed Intervention

Describe clearly and concisely how your organization plans to carry out the proposed service. Include a description of specific activities planned and how your organization plans to overcome the challenges documented above. Also include any anticipated technical assistance needs. Include specific types of assistance to be provided including priorities based on the needs of the proposed service area(s).

Include new or innovative approaches to be used during this project period to increase access to the proposed services. How will these efforts impact the target population?

C. Organizational Capacity and Partnerships

Describe the organization's capacity to perform the proposed services at regional or statewide level. Include past experiences or anticipated increased capacity because of this funding. Describe the professional staff and specific responsibilities under this service and the facilities and other resources in place to support this service. Describe how training and ongoing communication will be used to develop and maintain a well-trained, competent workforce consisting of paid staff, volunteers, and community partners.

Identify key partnerships and describe in detail how they will enhance services under this program. Include partnerships with government entities, as well as other community partners. Letters of Commitment can be attached and do not count towards the application page limit.

D. Cost-Effectiveness and Sustainability

Describe resources outside ADSD funding to be used to support this service. How will these resources be used to enhance services? Provide a thorough justification for the level of funding requested from ADSD in this application. If an increase or decrease was requested for a current subaward, address the reason for the request.

Describe other efforts to deliver this service efficiently, including but not limited to volunteer services. Provide information about any contractual organization(s) that will have a significant role in implementing and achieving outcomes.

E. Outcomes and Evaluation

Describe the methods, techniques, and tools that will be used to measure outcomes and effectiveness of proposed service. Include at least two (2) anticipated outcomes because of this service for the target populations.

ADSD Subaward Budget Template – Excel File

This file is required for all ADSD Subawards, regardless of type. For additional guidance on budgets, applicants should refer to the [Grant Instructions and Requirements \(DHHS\)](#) and the [Requirements and Procedures for Grant Programs \(ADSD\)](#) for rules and regulations on allowable expenses.

The Excel file has formatting that is accessible to all users. While adding information to the Excel file, you may format the cells and rows as needed to fit your text, including expanding rows so all text is visible.


There are two (2) required forms in this workbook: Budget Narrative and Budget Summary. Each form is a separate tab at the bottom of the page/workbook. If you do not see the tabs at the bottom of the page, maximize the screen by clicking the button on the top right side of the screen that looks like a little window.

PLEASE NOTE: Do not utilize multiple copies of the Excel file to create your application. The Excel file contains formulas that calculate and carry information from page to page. For best results, complete each tab of the workbook in order. Do not paste in information from past applications, as it might cause problems with the formulas. Complying with these requirements will ensure that invalid error messages are not shown on the Budget Narrative or Budget Summary, and that linked boxes will have a value.

Budget Narrative

Enter the applicant's name and service type at the top of the page.

Describe program expenses requested from ADSD in the budget categories included in the Budget Narrative using the descriptions below as a guide to describe each category of expense. Be sure to provide a detailed response, explain how each expense is related to the proposed project and identify any one-time costs. Provide calculations where requested and follow the examples.

This tab is partially protected. You may update the unprotected formulas as needed to capture your expenses if additional rows are added. Do not overwrite formulas with specific amounts. Ensure text in each row is visible; expand rows as needed (go to numbered rows on the left side of worksheet and drag the bottom line of the row down when you see your cursor change to , or right click on the row number and choose Row Height to enter a height). Each section has additional rows that you may unhide to utilize. Contact ADSD if you need assistance.

PERSONNEL: Line A: List *program* and *administrative* staff (Name, Title, PCN) that will provide **direct** service under the proposed services and the associated costs to be charged to the subaward, using the column headers as guides. Costs associated with administrative staff providing **indirect** services may only be included in this section in fixed-fee proposals; otherwise, the expenses may be included as part of the indirect/administrative expense percentage at the end of the Budget Narrative. Place an asterisk (*) beside all new positions. If your agency does not have a Position Control Number (PCN) system, one must be developed to identify each position. Line B: for each position listed: List the fringe benefits provided (FICA, Medicare, vacation, state industrial insurance, unemployment insurance, etc.). Briefly describe the position's duties as they relate to the funding and program objectives.

TRAVEL: Identify in-state and out-of-state travel to be completed during the budget period. The red writing must be replaced with actual trip information, such as the name of a conference, location, etc. Complete the trip expenses and enter justification. If multiple trips are proposed, copy, and paste another in-state or out-of-state section into the narrative as stated on the form. Utilize <https://www.gsa.gov> for mileage, per diem and lodging. If lodging exceeds the GSA rate, provide an explanation in the Justification section.

If requesting general in-state mileage for operational purposes, enter the cost in the mileage section *below* "In-State Travel," provide an explanation of the cost calculation and the reason for travel.

OPERATING: Include SPECIFIC facility and vehicle costs associated with the proposed program (not the agency as a whole), such as rent, maintenance expenses, insurance (split by type), fuel, as well as utilities such as power, water, and communications (phone/internet). Also list tangible and expendable personal property such as office supplies, program supplies, necessary software, postage, etc. Also include in this category any computers or related equipment which cost less than \$10,000 per unit. Provide a calculation for each line.

EQUIPMENT: List equipment to purchase or lease, which cost \$10,000 or more (per item), and justify these expenditures. Equipment items that cost less than \$10,000 should be listed under Operating. Justify the need for these items. There is no guarantee that ADSD will have funds available for equipment.

CONTRACTUAL/CONSULTANT SERVICES: Explain the need and/or purpose for the contractual and/or consultant service. Identify and justify these costs. Only include costs for which there is a written contract or agreement that can be presented to ADSD, if requested. If the service still needs to go out to bid, you may indicate such in the budget and provide an updated budget once the contract or contracts are in place. Contractual expenses will not be reimbursed until ADSD has information on the executed contract.

OTHER: Identify and justify all other expenditures that cannot be identified within another category. These costs may include any relevant expenditure associated with the project. These costs are to be included only if they are associated exclusively with this program. If they are associated with multiple sources of funding, the costs are to be included in Administrative/Indirect Expenses, or cost allocated (include the cost allocation calculation).

ADMINISTRATIVE/INDIRECT EXPENSES or FEDERAL INDIRECT COST RATE (FICR): Administrative/indirect expenses are to be used to help cover expenses that are not easily assignable to a specific program or unit within an organization. These costs are associated with depreciation and use allowances, facility operation and maintenance, general administrative expenses such as accounting, payroll, legal and data processing, and any personnel not providing direct services to the project. If requested, the expenses are limited to the maximum rate listed, depending on the funding source and existence of a Negotiated Indirect Cost Rate Agreement (NICRA).

Once a funding source is assigned to an approved subaward, the allowable rate will apply, and a budget revision may be required if excess expenses are included. Administrative/indirect expenses do not apply to equipment or fixed fee subawards or portions of subawards. Modified Direct Costs (de minimis rate of 15%) must be based upon expenses as outlined within 2 CFR 200.1. NICRA indirect amount must be based upon allowed expenses per your organization's current NICRA letter. Attach a copy of your NICRA letter to the application, as applicable. *Indirect for the Nevada System of Higher Education (NSHE) will adhere to requirements set forth by the most current State of Nevada Policy Directive, which outlines NSHE indirect rates approved by the Board of Examiners for state funding.*

Budget Summary

The applicant's name and service type will auto-fill from information entered at the top of the Budget Narrative tab.

This page offers a summary of the subaward budget, match and other funding. Information entered the Budget Narrative tab will populate the *ADSD Funds* column. Applicants will input funding information in the orange cells.

Matching Funds Requirements: Matching funds are required for all subawards under this NOFO. The match required is 15% of the ADSD-requested funding. Match must be non-federal cash or in-kind. Program income cannot be used as match. Examples of cash match include other funding sources to support the service. An example of in-kind match would be volunteer time. Refer to the [Grant Instructions and Requirements \(GIRS-DHHS\)](#) for additional information regarding match.

List potential/estimated amounts and sources of program income, such as client donations, in box D (format as needed). If your program has a sliding fee scale or cost-sharing procedure, indicate how the program will manage the process according to the RPGPs.

Program Income

1. Client service donations may not be used as match but may be solicited for all services. Solicitation must be non-coercive. The donation process must be confidential.
2. Cost sharing means contributions made to a program based on a sliding-fee scale. The Division's Cost Sharing Policy can be found on pages 73-75 of ADSD's RPGPs: <http://adsd.nv.gov/uploadedFiles/agingnvgov/content/Programs/Grant/FiscalRequirements.pdf>

ADSD Work Plan – Word File

The ADSD Work Plan should be reflective of and consistent with the Project Narrative and Budget.

Fill in the project's overall goals. The template lists Outreach as Goal 1 and Service Delivery as Goal 2. If there are additional goals for this project, add under Goal 3. The last section is to ADSD Competitive Subaward NOFO, Communication Access Services | FY2026Page **15** of **20**

document projected output and expected outcomes based on activities and strategies to be implemented.

For each goal, list relevant objectives, activities, and strategies to be implemented to achieve objectives. Identify timeframes involved (including start and end dates) under “Timeline.” Under “Evaluation Tool” list relevant tools, techniques, systems, and/or methods that will be used to collect, report, and measure outputs and outcomes.

APPLICATION CHECKLIST

The ADSD Subaward Application – Competitive must be submitted as a PDF file (includes the Project Narrative). The ADSD Subaward Budget template must be submitted as an Excel File. The ADSD Work Plan must be submitted as a Word document.

If any of the following items are incomplete or missing, the application will be rejected. If the application is not received by the date requested (including revisions), funding may be delayed or may not be awarded.

- ADSD Subaward Application – Competitive (PDF Document)
- Project Narrative (PDF Document)
- Budget Narrative (Excel File)
- Budget Summary (Excel File)
- ADSD Work Plan (Word Document)

Attachments – If included, will not count towards the page limit.

- Proof of Nevada 211 Listing - Agency and Service(s) (required upon funding approval)
- Sliding-Fee Scale/Cost Sharing Policy (required if applicant uses it for the service)
- Client donation policy (required per the Grant Instructions)
- Resumes for Project Director and Key Personnel (optional, but encouraged)
- Letters of Commitment/Support (optional, but encouraged)
- Contracts or Memorandums of Understanding (if applicable to the program/service)

The ADSD Subaward Application – Competitive and all attachments must be submitted via email to ADSDGrants@adsd.nv.gov.

Applications are due Monday, March 03, 2025.

Appendix 1 – Language Acquisition

Background

Language acquisition services focus on assisting children, ages 0 – 5, who are deaf or hard of hearing to develop language to avoid language deprivation. Many deaf children, for example, are born to hearing parents and have little access to conventional language, including English, without early intervention and early exposure to visual languages. Language development for children must utilize a variety of approaches using the visual gestural modality of sign language in one-on-one and group settings, and include coaching, role modeling, social immersion and learning, and an introduction into Deaf culture. Online programs and learning applications can also be used as a multi-modal approach. These programs must also support families in developing visual language that enables them to communicate with their child in accessible environments.

Applicants must describe how they will provide this service in their proposals.

Services to be Provided by Subaward Recipients

- Language acquisition services to consumers who are deaf and hard of hearing and their families to support language development through activities, social immersion in a visual, language rich environment.

Applicants for this service must follow the [Communication Access Service Centers - Language Acquisition](#) service specifications.

Funding Source

Funding for this service is allocated from the Nevada TDD Surcharge.

Funding Availability

Available funding for this service category is approximately \$100,000 per year. The funding amount and number of awards will be determined based, competitive scoring and administrator decision.

Applicants may request funding allocated to this service, however funding requested above the published funding allocation must be explained in the Project Narrative. Funding above published allocation will be dependent on the approved ADSD budget.

Resources

- [ADSD Subrecipient Resources](#)
- Nevada Revised Statute (NRS) [427A.797](#)
- [Language Development – LEAD-K Family Services](#)
- [Clerc Center Home | Change Lives With Us](#)
- [NAD - Language Deprivation](#)
- [Supporting-Deaf-Youth-Through-Mentoring.pdf](#)

Appendix 2 – Access to Services

Background

Access to services supports individuals who are deaf, hard of hearing or have a speech disability in identifying and obtaining other services, specifically employment, education, health and social services. These services include locating resources available and supporting individuals in navigating these resources in order to further their self-sufficiency and quality of life. Collectively, these efforts help to increase overall access to services. The goal of this award is to provide direct services to assist individuals in knowing their options and navigating services to meet their goals. Additionally, for some individuals case management is necessary to monitor and follow up on services specified in the individual's plan, ensuring the individual has been able to access the needed services in accordance with their plan, and that the individual has the information to access other services if their needs change. These direct services shall be provided through staff who can communicate directly with the clients in their preferred language and who are competent in Deaf culture. Services are to be provided in a person-centered, person-led manner which is empowering to the individual and/or family.

Access to services programs can vary greatly for children and families versus adults. Youth support services for ages 0 - 21 often focus on educational support, social support, youth transition services, and parent peer support. Adult support services for ages 21 and over often focus on assistance in gaining access to needed health, employment, and other social services.

Applicants may choose to apply to provide both youth support and adult support, or applicants may choose to apply to provide support to only one of these two populations.

Applicants for this service must follow the [Communication Access Service Centers - Access to Services](#) service specifications.

Funding Source

Funding for this service is allocated from the Nevada TDD Surcharge.

Services to be Provided by Subrecipients

Regardless of the population served, applicants must describe how they will provide the following services to the target population.

- *Information and Referral* – a service that provides general information to an individual/family or provides a referral to the individual/family to another agency for services.
- *Resource and Service Navigation* – a service that offers person-centered, culturally competent assistance that helps individuals to identify needs and goals, explore their options and develop a plan to meet their needs. This service helps individuals navigate service systems while considering the resources available to them.
- *Case Management* – a service that helps individuals maintain services and supports. While Resource and Service Navigation is offered to every individual accessing

services, case management services are targeted to individuals who have a higher level of need, to monitor and follow-up on services specified in the individual’s plan, to ensure that the individual is able to access the services, and to verify the services are being provided in accordance with the individual’s plan.

Funding Availability

Available funding for this service category is approximately \$835,000 statewide per year. The funding amount and number of awards will be determined based on regional allocations, competitive scoring, and administrator decision. Funding is allocated to each region based on population and density. Applicants may propose to serve more than one region but must provide services in all counties in the selected regions. Applicants may propose to provide both youth and adult support, or applicants may choose to provide support to only one of these two populations.

Applicants may request more or less funding allocated to each service region, however funding requested above the published regional allocation must be explained in the Project Narrative. Funding above the regional allocations will be dependent on final funding amounts available.

Regional Allocation

Region	Counties to be Served	Youth Support Allocation	Adult Support Allocation	Total Allocation
South	Clark, Lincoln, Nye, and Esmeralda	\$183,700	\$275,550	\$459,250
North	Carson, Washoe, Douglas, Storey, and Lyon	\$68,000	\$100,000	\$168,000
Rural	Elko, Eureka, Humboldt, Lander, Churchill, Mineral, Pershing, and White Pine	\$83,000	\$124,750	\$207,750
Statewide	All Counties	\$334,700	\$500,300	\$835,000

Resources

The following resources provide more information about Access to Services:

- [ADSD Subrecipient Resources](#)
- Nevada Revised Statute (NRS) [427A.797](#)
- [No Wrong Door – Administration for Community Living](#)
- [Inform USA | Formerly AIRS](#)
- [National Deaf Center - National Deaf Center](#)