



PADDC Community Grants Program Overview

INTRODUCTION

The Pennsylvania Developmental Disabilities Council (PADDC) invites you to apply for a Community Grant (CG). We will accept applications on a rolling basis. This means you can apply at any time. The community grants are meant to bring together people with and without disabilities to influence social change and improve the community.

What Does a Community Grant Look Like?

Community grant projects...

- Support the PADDC State Plan. Each project aligns with one Objective in the PADDC State Plan. Use the following link to review the PADDC State Plan: <https://www.paddc.org/about/state-plan/>
- Create new or improve existing programs used by everyone. People with and without disabilities, and organizations, work together on an issue they care about.
- Are completed **with** people with developmental disabilities, not *for* them. People with developmental disabilities and family members work on the project.
- Create and strengthen bonds. **Groups partner** to complete the work.
- Are short-term, 12-month projects. Applicants can request up to \$20,000.
 - Applicants must commit at least 1/3 of the federal budget amount in local match. For example, if requesting \$20,000, the local match is **at least \$6,667**. ($\$20,000/3 = \$6,667$). This amount will be equal to 25% of the total budget (federal and local match shares = total budget).

TIMELINES

- Beginning fall 2026, Community Grant applications will be accepted on a rolling basis.
- Community Grants (CG) will run for 12 months.
- Quarterly reports will be due on the 10th of the month following each quarter:
 - Oct – Dec: Due January 10
 - Jan – March: Due April 10
 - April – June: Due July 10
 - July – Sept: Due October 10
- The Final report will be due on the last day of the month following the end of the project.

APPLICATION PROCESS

The Community Grant Program has a 2-step process. The Interest form and a Frequently Asked Questions (FAQ) document are available on the [Year-round Funding Opportunities](#) page of the Council's website.

Step 1: Complete and email an Interest Form. If chosen – you will receive a letter with further details about how to complete the Community Grant application.

Step 2: Complete and email a Community Grant application.

APPLICATION SELECTION

When the PADDCC reviews a Community Grant application, we look for the following:

- The project aligns with the PADDCC State Plan.
- There is a detailed plan to work toward the stated goal.
- People with developmental disabilities and their family members will work with their community allies without disabilities to plan, guide, and do the work of the project.
- The Budget is prepared using the provided Excel form.
- The Budget Narrative includes calculations to explain the budget amounts.
- The PERT Chart is detailed with the: what, how, how many, and how often.

OTHER GENERAL INFORMATION

If awarded a grant, you will be required to:

- Participate in grant touch point meetings with PADDCC staff (frequency depends on nature of work).
- Submit quarterly progress reports.
- Submit a final report at the end of the grant to include:
 - A description of the problems/challenges you encountered during your project
 - Recommendations on how to replicate the project in other communities.
 - Identification of how any remaining barriers in your community may be overcome.

CONTRACT WITH THE STATE

If awarded a grant, to complete the contract with the state, the lead agency will need:

- State vendor number: <https://www.pa.gov/agencies/budget/programs-and-services/for-people-doing-business-with-the-commonwealth/for-vendors>, AND,
- Unique Entity Identifier (UEI): <https://sam.gov/entity-registration>

We look forward to reading your Community Grant Interest Forms. If you have questions about the application process, or need these instructions in an alternative format, please contact PADDCC staff at 717-787-6057 or email at: ra-pwpaddccrfa@pa.gov