

QUESTIONS & ANSWERS
May 18, 2026

REQUEST FOR MINI GRANT APPLICATIONS (RFMGA)

Question 1: Could an established for-profit organization apply for the VOICES mini grant, and if they are awarded, then subcontract with a separate 501(c)3 nonprofit organization to do system navigation work for I/DD in benefits counseling?

Answer: That may be possible, but whether and to what extent an awardee is able to subcontract certain tasks/duties related to a mini grant contract will be determined on a case-by-case basis. When completing your application, please be transparent about the structure of your business and your intentions for the award. The more information and details, the better. The mini grants don't prohibit us from awarding a for-profit, so you can always apply with the for-profit organization as well.

Question 2: Could a proposal include outreach activities to I/DD populations, in order to increase awareness of services available? Or must an award be used primarily for time spent providing/expanding/improving services?

Answer: When reviewing proposals, we will look at whether the proposed activities and services align with our funding priorities and outcome goals, which are explained within the description of the RFGMA. Are you benefiting eligible folks who are Denver residents and have I/DD or developmental delay? Does your project align with the public purpose?

We consider outreach to be an important service in and of itself that can be aligned with the public purpose, so if you want to allocate a portion of your award for outreach efforts, we do not have any concerns about that. We know that outreach and communication are possible costs, and if your project requires them, then you're welcome to include these costs in your application. We just ask that you be as detailed as possible in the budget portion of your application to indicate how much of the awarded funds you anticipate using for each cost area.

Question 3: Could we receive a sample guideline for complying with the language accessibility requirements?

Answer: The language accessibility content of the RFGMA packet is located on page 11, Section 5, Part 2, and states the applicant shall be expected to adhere to the spirit of the City and County of Denver Executive Order 150. As part of our review, we will consider whether an applicant's proposed

services are designed to reach all of the diverse communities that are in Denver, whether they are designed to accommodate different language proficiencies, and to what extent you're doing what you reasonably can with your budget to make sure that your services are accessible to everyone. If you believe that your proposed services can accomplish these objectives, then be sure to explain how you will accomplish them and include in your budget section what will be allocated for these purposes.

For guidance on language access and to view a copy of Denver's Executive Order 150, please visit <https://denvergov.org/files/assets/public/v/1/executive-orders/documents/150-language-access.pdf>

Question 4: In regard to the scoring template, what weight (if any) would you place on community collaborations?

Answer: On page 16 of the RFMGA packet, there is a list of metrics that will be evaluated for each application. The scoring rubric includes a Service Delivery or Project Approach section which is weighted at 30%. The last bullet in this section states "if applicable, plans to collaborate with other organization(s) are meaningful and clear." In this portion of your application, you can indicate any collaborations you have with other organizations or individuals in the community. Here you can provide some context and examples of the meaningful ways that you will work with each other and create a rich ecosystem of services that benefit Denver residents with I/DD.

Question 5: I see that applications are accepted from private non-profit organizations. Does that extend to religious entities like a Catholic school?

Question 5-B: Could a mini grant award be used to support a one-on-one paraprofessional for a child with I/DD?

Answer: Yes, we are not barring any religious organizations from applying for this opportunity, and a religious organization will be evaluated the same as any other applicant.

5-B: We would want more information about this service example to ensure it will accomplish the public service requirement for mini grant awards. It sounds like a one-to-one paraprofessional would benefit one individual. With something like that, we'd want to have more information about how that contributes to the public purpose of the mini grant, which is to help create a more accessible, vibrant Denver for everyone.

Questions 6: Can you confirm that organizations that receive funding can provide services ONLY to persons that have received an official I/DD classification? People who have applied for I/DD but not yet received the classification cannot be served...correct?

Answer: According to our rule, we consider Denver residents to be eligible if they do not yet have an official I/DD determination, but present as potentially eligible for an I/DD determination and are in the process of pursuing that determination.

Question 7: If a program serves a majority of Denver residents with I/DD but also includes some residents outside of Denver, can we apply for this grant?

Answer: All services and activities funded through mini grant funds should seek to primarily benefit Denver residents with I/DD or developmental delay. However, our [program rules](#) (page 3) do allow for indirect or spillover benefit.

An example of indirect benefit would be paying for training for teachers of Denver residents with I/DD on how to engage their students in art projects. The teachers may not live in Denver and may not have I/DD, but through receiving the training, Denver residents with I/DD will benefit because teachers will be able to offer the Denver resident students art instruction.

An example of spillover benefit is when non-eligible individuals may incidentally benefit from services or supports targeted to eligible people. This is allowable as long as it does not detract from eligible individuals' ability to receive access to services, and as long as the program is designed for and marketed to eligible individuals. An example of this is hosting a movie-in-the-park event for Denver residents with I/DD. The event should be designed for and marketed to Denver residents with I/DD. However, if non-eligible folks happen to be at the park and watch the movie, they don't have to be turned away.

Question 8: Can 2 organizations partner to apply?

Question 8-B: Can a non-Denver based organization apply as long as it serves only Denver I/DD clients?

Question 8-C: If one organization is a private organization, and is not a 501(c)(3), are they eligible?

Answer: You can collaborate or partner with another organization to apply, but only one applicant may officially be awarded. If you're collaborating with other organizations, we just ask that you select one to apply as the primary organization. If or when we grant an award, only one organization will be a party to a resulting contract. That means that only one organization will be subject to any legal rights, obligations, and performance requirements as set forth in an agreement with the City. If you wish to partner with another organization, they may be allowed to attend meetings and collaborate on discussions, but only the primary organization will be held accountable per the terms of the final agreement. Only the primary organization will be able to receive payments under the agreement. And finally, only the primary organization will be subject to City contracting requirements including insurance coverage, verification/certification (providing a W9, in good standing with the Secretary of State, etc.).

If you plan to collaborate or partner with another organization or subcontract with another organization, please be sure to clearly explain that in your application and this will be evaluated on a case-by-case basis.

8-B: Yes, we can fund organizations that have addresses outside of the City and County of Denver. What we're looking for is whether the beneficiaries of the project are Denver residents with I/DD.

8-C: Private, for-profit organizations are eligible to apply. Please see the answer for Question 8 above regarding the requirement that only one primary organization apply for an award.

Question 9: Can an organization that previously received a VOICES Mini Grant apply to continue and expand the work funded through the first round of VOICES funding? If so, is it possible to receive feedback about the work completed with last year's mini grant award?

Answer: Organizations that previously received a VOICES mini grant are welcome to reapply for this year's funding cycle. If you applied and/or received an award last year, please indicate that in your proposal this year. And if you want to expand or continue the work that you began with last year's mini grant funding, please clearly explain this in your current proposal as well.

We cannot provide any feedback regarding the work that any VOICES participants have completed for a previous mini grant that may assist with a current application. We want to make sure that all applicants have a fair shot and aren't getting any advantages or additional information than others. For those applicants that currently have a VOICES mini grant, you may be turning in your final reports right now, or may otherwise be in engagement with us. Any kind of feedback or conversation we have with you about your current contract is limited to your reporting and outcomes related to the current contract and scope of work. It should not be interpreted as feedback for this new round of funding.

On the scoring rubric on page 16 of the RFMGA packet, there is a section for organization information weighted at 15%. In this section the last bullet states that if applicable, past performance on previous VOICES mini grants will be taken into consideration. So, the performance of previous VOICES recipients is considered as part of our review.

In addition, please note that insurance determinations for previous mini grant awardees will not be applicable for this current opportunity. Insurance requirements will be determined for all awardees based on their currently proposed services.

Question 10: We received a mini grant in the last funding cycle to enable us to provide individualized wraparound services to children with I/DDs to enable them to participate more fully in their communities. Can we ask for a grant for this again?

Answer: Yes.

Question 11: We have already submitted our application. Can we edit our submitted application to upload documents such as COI?

Answer: We do not need the COI (Certificate of Insurance) with your application submission, but if you want to make any edits to your submitted application you will have to reach out to Submittable as this is a technical question that they can assist with.

Question 12: Do organizations have to serve the Denver County I/DD population?

Answer: Any organization is eligible to apply for funding, regardless of the population they currently serve. However, funded projects must primarily benefit Denver residents with I/DD or developmental delay.

Question 13: Will you consider partial funding if a grant request exceeds the amount of funds available? If an applicant requests the maximum award amount of \$40,000 and there is not enough funding left due to awards granted to other applicants, then would you award a lesser amount?

Answer: Yes, we will consider partial funding in that case. We have had instances in the past where we have worked with providers to say we don't have the \$40,000 available to award, but we can award \$20,000 which may be able to accomplish some of the proposed service goals. What's helpful in that situation is if the applicant makes it clear in their application how/where their project could be scalable if needed. If you would be open to a flexible budget and/or award, please indicate that in your application.

We have also had applicants apply for less than the maximum amount available, either because they anticipate being able to deliver their services for less money than the maximum award amount, or because they are working on a project that has already been partially funded and completed, and the applicant seeks our funding to bridge the gap and fully complete the project. If that's the case, we also welcome that. We would just want to make sure that you detail those specifics (i.e. the percentage that your project has been completed, the amount of funding used, and the amount of funding still needed) in your proposal and application so that it can be considered.

Question 14: Are the character limits published in the RFMGA?

Answer: We do not indicate the character limits for application answers in the RFMGA packet itself, but when you apply on Submittable the answer field for each question indicates the character limit.

Question 15: Our program serves people experiencing homelessness, and this includes community members with I/DD. Are we able to apply for a mini grant award and serve just those community members with specific programming geared towards them?

Answer: What we would want to see from your proposal is how your proposed services will primarily benefit Denver residents with I/DD, and this can include Denver residents with I/DD who are also experiencing homelessness.

We recognize there may be some spillover benefits from your services that also benefit other clients within your organization. As explained in the answer to question #7 above, a spillover benefit can occur when non-eligible individuals may incidentally benefit from services or supports targeted to eligible people. This is allowable as long as it does not detract from eligible individuals' ability to receive access to services, and as long as the program is designed for and marketed to eligible individuals.

More information regarding the Denver residency requirement for eligibility as it relates to people experiencing homelessness can be found in the [DHS Rules Governing the Implementation of the IDDEAS Program](#). The Denver residency eligibility requirement is satisfied in cases where an individual has no current residential address, as long as they present in the geographic boundaries of the City and County of Denver, i.e. the individual spends at least half their nights in the City and County of Denver.

If you have a question about whether an individual presents within the geographic boundaries of the City and County of Denver, please see [this map of the City Council districts](#).

Question 16: We have submitted with government agencies before and I want to know if organizations are awarded based on experience. Do you review applications based on being creditable or of risk?

16-B: If we want to use the organizational experience of our for-profit organization when applying as our non-profit organization, and the experience between the organizations is the same because we are all the same people, is that valid?

Answer: An applicant's experience is only a part of what is considered in our review. We ask that you explain in detail in your application your organizational history, your experience, and all related information as detailed in the RFMGA packet scoring rubric. In the rubric, the Organization Information section is weighted at 15%. In this section we also look at an applicant's structure, management, and administrative and technical capacity. What is important for us to know is whether the applying organization has capacity to implement the proposed services.

16-B: If you wish to partner or collaborate with another organization in some way, including when completing your application, then please clearly explain that in your application and tell us how. If, as in your example, you are applying under your non-profit organization but you want your for-profit organization's experience to be considered in your application, then please be transparent about that in your response. Also make sure that you clearly explain your business structure and the structure of any other organizations you expect to collaborate with.

Please also refer back to the answer for question #8 regarding the designation of a primary applying organization.

Question 17: Is this a reimbursement-based grant or are awarded funds distributed in advance installments?

Answer: This is not a reimbursement-based grant. Grant funding is distributed in three (3) installments upon completion of the following milestones/deliverables:

1. 40% when the contract is fully executed,
2. 40% on January 15, 2027 (this is approximately halfway through the anticipated contract term - the precise date for the second installment may depend on the final contract term dates) upon receipt of a complete progress report detailing completed work and outcomes to date, and
3. 20% upon completion of the project and submission of a complete final aggregate report detailing all work and outcomes.

Please see page 9 of the RFMGA packet, Section III.D., Award Term and Specifications for additional details.

Question 18: The RFMGA references awards between \$5,000 and \$40,000. Can applicants request any amount within that range based on project scope and budget needs?

Answer: Applicants may request any amount between \$5,000 and \$40,000 based on project scope and budget needs. Applicants should outline their award request and justifications in the Budget and Cost Narrative portion of their proposal (see page 15 of the RFMGA packet for more instructions).

Question 19: Does eligibility only apply to children up to the age of 5? I have seen it mentioned in a few places but it also looks like other ages *might* be eligible.

Answer: Per [D.R.M.C 53-550](#) and the [DHS Rules Governing the Implementation of the IDDEAS Program](#), individuals age 0-5 with a developmental delay AND individuals ages 5 and up with an I/DD (or who are pursuing an I/DD determination) are eligible for services through this mini-grant program.