

FY 2017/18 DISPARITY FUNDING APPLICATION

Note: Please complete this form for **each** proposed project. Please refer to the application instructions for clarification for any of the following questions.

Please check the box that describes your organization		
<input type="checkbox"/> Regional Center	<input checked="" type="checkbox"/> CBO, 501(c)(3)	<input type="checkbox"/> CBO, non-501(c)(3)

A. Grantee Information

1. Name of Organization/Group	2. Date
Community Gatepath	11/3/17
3. Primary Contact (Name)	
Carol Elliott	
4. Mailing Address	
350 Twin Dolphin Dr., Suite 123, Redwood City, CA 94065	
5. E-mail Address	6. Phone Number
celliott@gatepath.org	650-652-0686
7. Brief Description of the Organization/Group (organization type, group mission, etc.). Please include details about the organization/group's vision and how it ties to the targeted population.	
<p>Community Gatepath, a 501(c)(3) nonprofit organization, has been a cornerstone of our community for more than 97 years, providing support services to individuals with special needs and developmental disabilities in San Mateo County and beyond. Our mission is to empower people with special needs to achieve their full potential through innovative, inclusive programs and community partnerships. With educational, therapeutic, vocational, and family support services, we provide support to an individual throughout his or her lifetime. To achieve their full potential, children need to have developmental delays identified as early as possible, access to appropriate services and full utilization of services. Gatepath's Family Resource Center furthers our mission by empowering families to function cohesively as a unit and supporting them to ensure their children receive all of the services that allow them to reach their full potential.</p> <p>Gatepath collaborates with businesses, third-party providers, local nonprofits, and various other organizations to bring the highest quality services to the children, youth, and adults in our programs. Our vision is a world where people of all abilities are fully accepted, respected, and included. Towards this goal, we create opportunities for inclusion in all aspects of life - in the classroom, in the workplace, and in our communities.</p> <p>Gatepath and its Family Resource Center serve all of San Mateo County; however, we have historically had a stronger presence in mid and north county. We are currently</p>	

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working to expand our reach in southern San Mateo County and coastal communities where we have identified significant needs and gaps in utilization of services.

B. Project Information

1. Project title

Outreach and support services reaching underserved East Palo Alto and Spanish-speaking families

2. Describe how the target population is an underserved population.

The target population is Spanish-speaking families whose children have not been screened and/or are not accessing the services to help their children achieve their full potential; through this project, we aim to reach 730 individuals (365 annually), some of whom will utilize multiple aspects of our services. We are focusing on families and children because of the significant potential to improve long-term outcomes when disabilities are identified and addressed at an early age; GGRC also reports that the utilization rate for services is lowest among children from birth to age 2, inclusive. Within this population, Hispanic families are the largest group and have the second lowest utilization rate at 59.3%; the only group with a lower utilization rate is Polynesian consumers, of which there were only seven, compared to 522 Hispanic consumers. Furthermore, the utilization rate among Spanish-speaking families is only 58.8%, which is the lowest utilization rate among any population with 10 or more consumers ages birth to two years.

Our geographic focus is southern San Mateo County, with particular emphasis on the City of East Palo Alto. In analyzing Gatepath's data, the number of residents from this region who utilize our services is disproportionately low compared to the population; whereas 27% of the population lives in the southern third of the county, only 11% of the families we serve are residents of the same area.

Some of the key demographics of East Palo Alto in particular that affect the community's unique needs and contribute to them being currently underserved include:

- 64% of the population is Hispanic or Latino
- 39% of the population is age 21 or under
- 40% of family households are led by single parents
- Almost 19% of families live in poverty; the median household income is only 55% of the median household income in San Mateo County
- 74% of East Palo Alto citizens are speakers of a non-English language, the most common of which is Spanish; 56% of the overall population of East Palo Alto are native Spanish speakers
- 34% are not a citizen

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Families in low-income areas, such as East Palo Alto, not only have fewer available service options but they generally utilize available services less frequently. For many underserved populations, including Spanish-speaking and low-income families, there is cultural mistrust of a “system” of care in which families must provide sensitive information, or lack of knowledge about how to utilize systems of care; thus, many underserved families rely on informal (family, friends, and community) networks of support. There can also be a lack of understanding about disabilities and feelings of denial that their child is experiencing challenges. In addition, these families are overwhelmed with a variety of needs - housing, immigration, food security, employment and other basic needs - that often take priority and affect their ability to utilize services.

3. Describe the project and its goals/objectives. **Complete the Schedule of Development/Activities Worksheet (Attachment C) and include with your application.*

Gatepath is currently focusing on increasing services for East Palo Alto and Spanish-speaking families, two underserved populations in San Mateo County. Two Family Resource Center Coordinators (1.5 FTE) with connections to these communities will provide outreach, support, education, and linkage to GGRC services, as appropriate.

Gatepath’s Family Resource Center (FRC) provides hundreds of families and caregivers with access to care in order to ensure children with special needs receive necessary supports to succeed. The FRC provides education, parent-to-parent support, outreach, information and referral services to families of children with special needs and disabilities, and the professionals who serve them. FRC services include support groups, prevention programs, parent mentors, warm line support, parent and professional training/education workshops and assistive technology support. A recent FRC survey revealed that 84% of parents increased their understanding of how to access services for their child.

One of our goals is to build culture and knowledge among providers and families that universal developmental screening is important. This will increase early identification of special needs and timely utilization of regional center services. When families suspect or first learn about their child's disability, FRC staff provide critical support and resources. FRC Coordinators provide deep-impact, personalized care for each family to ensure they can access the most appropriate resources.

The FRC uses evidence-based practices, such as the Ages and Stages Questionnaire for universal developmental screening to increase early identification of special needs. Other evidence-based strategies include a single point-of-entry into the service system; coordination of care and delivery of services; recognizing the holistic needs of the family (especially low-income families); parent-to-parent support; and using innovative,

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collaborative, and multidisciplinary approaches to improve outcomes. Our program model is based on establishing strong interpersonal relationships with families and providing tailored services. Staff must understand the unique needs of the families they serve and be able to deliver information in a culturally-relevant manner. These aspects form the core of the FRC program which allows staff to provide transformative services for families and children with special needs.

While our FRC staff is focused on supporting children's optimal development, they understand the varied needs of families that can distract from their ability to fully support their child. Therefore, in addition to providing resources directly tied to developmental services, FRC staff makes referrals and provides emotional support to address the breadth of issues some families face. Assisting families with fulfilling their basic needs helps get them to a place where they can engage in regional center services.

In an effort to reach a larger number of underserved families, increase early identification of special needs and utilization of regional center services, we will conduct targeted outreach to Spanish-speaking families and residents of East Palo Alto. The FRC services will target the disparities experienced by members of the community who are raising a child with special needs. FRC strategies to address disparities include providing 1) education and assistance with systems navigation, 2) peer resource sharing, 3) warm line support, 4) developmental screenings, 5) referrals to services (including basic needs), and 6) care coordination and proactive follow-up with families. Resources will be offered in English and Spanish.

We plan to rent a small office space at Renaissance Entrepreneurship Center in East Palo Alto where a FRC Coordinator can be based and become a known and trusted resource for the local community; she will also spend significant time in the community to meet families where they already receive services. In addition, we will hire a bi-lingual FRC Coordinator who speaks Spanish; this will be a resource for the large bi-lingual population of East Palo Alto as well as other underserved areas in southern and coastal San Mateo County. These two positions will help us support the cultural and linguistic diversity of the community. It is ideal that these positions are staffed by individuals who live in the communities they serve in order to address barriers of trust in the system. We have budgeted a higher hourly rate for the bi-lingual role to improve our ability to fill the position and retain staff.

We recently hired Shirley Poitier as a FRC Coordinator with funding from the City of East Palo Alto for a 6-month pilot program. Shirley has over 25 years' experience in the human services field. Shirley has been a member of the East Palo Alto community for her

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entire life and offers unique insight into the needs of the community. The response from the community has been extremely positive and funding from DDS will help us extend this pilot to make the position permanent. As the East Palo Alto FRC Coordinator, she will manage outreach and communication efforts with East Palo Alto businesses, service providers, and families in addition to leading support groups and conducting developmental screenings for children aged 0-3.

In order to meet the evolving needs of families, it is important for FRC Coordinators to receive ongoing training about Early Start, IDEA, Medi-Cal, family engagement, and community-based services.

Goal: Increase the number of families connected to supportive services that improve their ability to utilize eligible services, as well as advocate for and support their child's development

Objective 1: Increase usage of the warm line for systems navigation and support to at least 100 calls annually from the target population

Objective 2: Provide monthly support groups with an average of five parents in attendance

Objective 3: Conduct at least one workshop per month with an average of 20 parents in attendance

Objective 4: Partner with at least one medical clinic serving the target population, such as Ravenswood Family Medical Center, to ensure developmental screenings are provided in the medical home; conduct at least 25 developmental screenings annually and engage in ongoing care coordination as needed

Objective 5: Conduct 12 community outreach activities through local providers, events and parent groups with a goal of reaching 200 people

4. How will the project address and incorporate the input of the community it aims to serve?

Gatepath's FRC has a track record of adapting to the specific needs of the community. For example, we are adept at utilizing informal networks and peer support to reach families whose cultural barriers might prevent them from requesting services and exercising their rights. In addition, all families, but especially those who are low-income, benefit from conveniently located services with free childcare; we offer support groups and workshops at locations in the community rather than requiring families come to our office and we also provide free childcare to remove barriers to participation. In fact, in the past we have offered support groups in a family member's home to increase trust and convenience.

FRC support group and workshop topics are selected by parent consensus and new programs have been implemented as a result of parent requests. The FRC recently

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<p>expanded support groups to an underserved, Spanish-speaking area in Half Moon Bay after parents told us about the lack of support services in their community. Similarly, Gatepath is working to expand our reach in East Palo Alto. We have recently established relationships with the following community partners: San Mateo Family Health Services (Pre-3 Nursing, East Palo Alto Mental Health, Black Infant Health), CORA, Ravenswood Family Medical Center, The Primary School, Boys & Girls Club of East Palo Alto, Oxford High School, New Creation Home Ministries, and Ravenswood School District. In addition, we have started a community needs assessment. During meetings with East Palo Alto families, the following were initially identified as topics of interest: wellness and self-care, bullying prevention, IEP information and support, educating about special needs and learning from the East Palo Alto Police Department. Our goal is to understand all of the barriers to accessing services because many factors influence whether families are willing and able to fully utilize the services available to their child.</p>
<p>5. Describe how the project's effectiveness will be measured. What type of data will be collected (qualitative or quantitative)?* Complete the Project Measures Worksheet (Attachment D) and include with your application.</p>
<p>Gatepath tracks data through several platforms in addition to tracking attendance and logging calls or conversations with families. We collect demographic data as well as information on the services parents are utilizing. Furthermore, we measure impact through satisfaction surveys conducted at workshops and support groups soliciting feedback from parents about the quality of services received and future needs/interests.</p> <p>Quantitative data measures will include: Family demographics, number of interactions, number of screenings provided, number of support groups and workshops, referrals to services, community partnerships established, survey responses from parents, GGRC utilization rates</p> <p>Qualitative data measures will include: Verbal and written feedback from families and community partners about the program and the community's needs</p>
<p>6. Where will your project be implemented (counties, cities, neighborhoods, etc.)?</p>
<p>The project will be implemented in San Mateo County, focusing on residents living in the southern part of the county with a particular emphasis on East Palo Alto.</p>
<p>7. Project Type</p>
<p><input checked="" type="checkbox"/> Outreach (community events, child find, seminars, etc.)</p> <p><input checked="" type="checkbox"/> Education (workshops, trainings, support groups, etc.)</p> <p><input checked="" type="checkbox"/> Promotores (parent liaisons, mentors, cultural brokers, etc.),</p> <p><input type="checkbox"/> Other:</p>
<p>8. Estimated number of people the project will reach/impact</p>
<p>730 (365 people annually)</p>

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9. Timeline of project (start and end dates)	
January 1, 2018 - December 31, 2019	
<p>We aim to hire the Bi-lingual FRC Coordinator within the first two months of the project, recognizing this is a unique position and the bi-lingual requirement will narrow the qualified applicant pool.</p> <p>Gatepath is requesting two years of funding because it takes time to establish connections and build trust in a new community, especially when families are focused on addressing challenges meeting their basic needs and have historically lacked trust in public systems.</p>	
10. Amount requested <i>*Please complete the Budget Worksheet (Attachment D) and include with your submission.</i>	10a. Funding frequency (check one):
\$ 144824	<input checked="" type="checkbox"/> Annual Cost** or <input type="checkbox"/> One-time Cost

** Please include any related documents that will provide evidence of strategies, measures, and data that will be used to evaluate effectiveness of the program.*

*** Future funding is not guaranteed for projects that require an ongoing, annual cost.*

DISPARITY FUNDING PROPOSAL – SCHEDULE OF DEVELOPMENT/ACTIVITIES WORKSHEET

Completed worksheets shall be submitted with the funding application. List all key staff and activities, and identify the quarter that each activity will occur. More than one copy of each worksheet may be submitted if additional space is required. *Please see Attachment C-1 for a sample worksheet.*

Project Title: Outreach and support services reaching underserved East Palo Alto and Spanish-speaking families									
Objective: Increase the number of families connected to supportive services that improve their ability to utilize eligible services, as well as advocate for and support their child's development									
Issue(s) being addressed: Spanish-speaking families are underutilizing regional center services and East Palo Alto families are underrepresented among Family Resource Center clients compared to their share of the overall population									
		2018				2019			
Activity	Staff	Q1 1/1/18-3/31/18	Q2 4/1/18-6/30/18	Q3 7/1/18-9/30/18	Q4 10/1/18-12/31/18	Q1 1/1/19-3/31/19	Q2 4/1/19-6/30/19	Q3 7/1/19-9/30/19	Q4 10/1/19-12/31/19
Execute grant agreement with DDS	Family Support Services Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identify the baseline number of families served	Program Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identify community resources utilized by East Palo Alto and Spanish-speaking families	East Palo Alto FRC Coordinator	<input checked="" type="checkbox"/>							
Sign lease for program/office space in East Palo Alto	East Palo Alto FRC Coordinator and Family Support Services Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hire Bi-lingual FRC Coordinator	Program Manager	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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		2018				2019			
Activity	Staff	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
		1/1/18-3/31/18	4/1/18-6/30/18	7/1/18-9/30/18	10/1/18-12/31/18	1/1/19-3/31/19	4/1/19-6/30/19	7/1/19-9/30/19	10/1/19-12/31/19
Coordinate logistics for monthly support groups (location, time, date, supplies, child care)	East Palo Alto FRC Coordinator	☒	☒	☒	☒	☒	☒	☒	☒
Conduct approximately 10 two-hour support groups in East Palo Alto with an average of 5 attendees each	East Palo Alto FRC Coordinator and Bi-lingual FRC Coordinator	☒	☒	☒	☒	☒	☒	☒	☒
Coordinate workshops (speaker, date, time, location)	Program Manager	☒	☒	☒	☒	☒	☒	☒	☒

Note: Monthly intervals may also be used, rather than quarterly as shown in this sample. For projects shorter than 6 months, DDS may require monthly reporting. Please use as many copies of this worksheet as needed

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Conduct quarterly workshops and/or wellness events for 20 families	East Palo Alto FRC Coordinator and Bilingual FRC Coordinator	☒	☒	☒	☒	☒	☒	☒	☒
Prepare and submit quarterly reports to DDS	Family Support Services Manager	☐	☒	☒	☒	☒	☒	☒	☒
Answer calls to the warm line phone support to help families navigate the system	East Palo Alto FRC Coordinator and Bilingual FRC Coordinator	☒	☒	☒	☒	☒	☒	☒	☒
Conduct developmental screenings using ASQ to identify GGRC referrals	East Palo Alto FRC Coordinator and Bilingual FRC Coordinator	☒	☒	☒	☒	☒	☒	☒	☒

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Provide 1:1 support to families (in-person, phone, email, text) and connection to resources, as well as follow-up to ensure utilization of resources	East Palo Alto FRC Coordinator and Bilingual Care Coordinator	☒	☒	☒	☒	☒	☒	☒	☒
Coordinate staff trainings	Family Support Services Manager and Program Manager	☒	☒	☒	☒	☒	☒	☒	☒
Develop and distribute marketing materials via community partners to promote family utilization of the warm line and support groups for assistance with systems navigation	East Palo Alto FRC Coordinator and Bilingual FRC Coordinator	☒	☒	☒	☒	☒	☒	☒	☒

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Conduct surveys and gather data at each workshop	East Palo Alto FRC Coordinator and Bilingual FRC Coordinator	☒	☒	☒	☒	☒	☒	☒	☒

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Enter data into case management system(s)	East Palo Alto FRC Coordinator and Bi-lingual FRC Coordinator	☒	☒	☒	☒	☒	☒	☒	☒
Analyze qualitative data	Family Support Services Manager	☐	☒	☒	☒	☒	☒	☒	☒
Conduct annual surveys of each support group	East Palo Alto FRC Coordinator and Bi-lingual FRC Coordinator	☐	☒	☒	☒	☒	☒	☒	☒
Conduct 12 community outreach activities through local providers, events and parent groups with a goal of 200 touches	East Palo Alto FRC Coordinator and Bi-lingual FRC Coordinator	☒	☒	☒	☒	☒	☒	☒	☒

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		1/1/18-3/31/18	4/1/18-6/30/18	7/1/18-9/30/18	10/1/18-12/31/18	1/1/19-3/31/19	4/1/19-6/30/19	7/1/19-9/30/19	10/1/19-12/31/19
Formalize a partnership with 2 CBOs in East Palo Alto to connect with families where they already receive services	East Palo Alto FRC Coordinator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Partner with at least one medical clinic serving the target population to ensure developmental screenings are provided in the medical home	East Palo Alto FRC Coordinator and Bilingual FRC Coordinator	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Provide care coordination as needed for children identified with developmental concerns by the medical home	East Palo Alto FRC Coordinator and Bilingual FRC Coordinator	<input checked="" type="checkbox"/>							

DISPARITY FUNDING PROPOSAL – PROJECT MEASURES WORKSHEET

Completed worksheets shall be submitted with the funding application. List all activities and the qualitative and quantitative measures of outcomes. More than one copy of each worksheet may be submitted if additional space is required. *Please see Attachment D-1 for a sample worksheet.*

Project Title: Outreach and support services reaching underserved East Palo Alto and Spanish-speaking families	
Objective: Increase the number of families connected to supportive services that improve their ability to utilize eligible services, as well as advocate for and support their child's development	
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Activities	<ol style="list-style-type: none"> 1. Date, place and number of attendees at each workshop or wellness activity 2. Date, place and number of attendees at each support group 3. List of community partners 4. Number of interactions ("touches") with families 5. List of materials produced for the project 6. Date and topic of staff trainings 7. Number of developmental screenings completed 8. Number of calls to the warm line from the target population
Measures of Outcomes	<ol style="list-style-type: none"> 1. Number of community members who receive information about early childhood developmental and regional center services through the project 2. Number of children identified with developmental concerns through screening 3. Number of referrals for assessment or services 4. Demographics of individuals served 5. Percentage of families reporting increased knowledge of resources or services 6. Percentage of families reporting increased feelings of support 7. Percentage of families reporting understanding of strategies to effectively advocate for their child 8. Percentage of families reporting knowledge of new ways to support their child's development 9. Percentage of families reporting increased knowledge of their child's needs 10. Qualitative feedback from families regarding services, including what they enjoy most, ways to improve, and other areas of interest or need

PROJECT BUDGET WORKSHEET

Budget worksheet should reflect the total amount of funding needed for the duration of the project. More than one worksheet may be submitted if additional space is needed.

Project Title
Outreach and support services reaching underserved East Palo Alto and Spanish-speaking families
Project Duration (start and end date)
January 1, 2018 - December 31, 2019

Description	Cost
Salary/Wages and Benefits	
Bi-lingual Care Coordinator (1.0 FTE @ \$25/hr; 11 months first year; 3% increase year 2)	\$101227
East Palo Alto Care Coordinator (0.5 FTE @ \$22.50/hr; 3% increase year 2)	\$47608
Program Manager (0.05 FTE; 3% increase year 2)	\$7613
Family Support Services Manager (0.05 FTE; 3% increase year 2)	\$8120
Benefits @ 32%	\$52661
Operating Expenses	
Rent (\$300/month for 24 months)	\$7200
Phone, Computer & Internet	\$4720
Mileage	\$600
Supplies	\$2000
Marketing & Printing	\$10000
Administrative Expenses	
Employee Clearance (year 1 only at new hire)	\$500
Indirect Costs (15%)	\$43000
	\$
	\$
	\$
Additional Expenses	
Staff Training (Operating Expense)	\$2000
Childcare for support groups (Operating Expense)	\$2400
	\$
	\$
	\$
Project Budget Total	\$289648