

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
Friends of Children with Special Needs	November 6, 2017
3. Primary Contact (Name)	
Anna Wang, Vice President of Enrichment Programs and Community Relations Sylvia Yeh, Executive Business Director	
4. Mailing Address	
2300 Peralta Blvd., Fremont, CA 94536	
5. E-mail Address	6. Phone Number
Annawang@fcsn1996.org; sylviaeyeh@fcsn1996.org	510-468-9797; 510.739.6900
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>Friends of Children with Special Needs began 21 years ago with 10 Asian immigrant families. These founding families came together to provide services for their children and others, to network, and to educate themselves on how to create meaningful, purposeful lives for their children as they moved through the life's stages. Together, they helped each other overcome many challenges that immigrant families with loved ones with special needs faced, such as, the fear of advocacy and cultural shame / stigma. Currently, FCSN has grown to serve more than 300 special needs individuals in vendorized programs on a daily basis and reaches 1,000 (primarily Asian) families through enrichment and support services. FCSN's mission is to help individuals with special needs and their families find love, hope, respect, and support through integrated community involvement.</p> <p>FCSN believes in the power of families helping families and promotes support and networking through programs and events, emphasizing family involvement and the integration of special needs children and adults. Eighty-five percent of the population FCSN serves is Asian; 95 percent of FCSN staff is bi-lingual. FCSN's language capacity includes: Mandarin, Cantonese, Korean, Vietnamese, Tagalog, Japanese and Malay.</p> <p>FCSN is driven by a 15 Asian parents board passionate for equal rights and access to services and support for individuals with special needs. FCSN's co-founder and vice president, Anna Wang, was one of 20 member in the Taskforce on Equity and Diversity for Regional Center Services appointed by the former Senate President Pro Temp Darrell Steinberg in 2012. FCSN has a great reputation for effective service provision, innovative programming and community building. FCSN was honored by KQED in 2009, ABC/KGO TV in 2010, Santa Clara and Alameda Counties supervisors for community service. FCSN received numerous awards from SARC and Developmental Disability Council of Alameda County in Service Provider of the</p>	

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Year, Community Service and Support, Innovation for Employment and Volunteerism.
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B. Project Information

1. Project title
Asian Empowerment, Education and Services
2. Describe how the target population is an underserved population.
<p>Asians represent 18 percent of the population of Alameda and Santa Clara Counties, and Asians receive 10 percent of the authorized services from SARC and RCEB. This compares to the white population that represents 30 percent of the population of Alameda and Santa Clara Counties and whites receive 46 percent of the authorized services from SARC and RCEB.</p> <p>Cultural shame and stigma hinder Asians to openly seek help for their loved one with special needs. They believe in self-reliance and fear of governmental authorities. They need mentoring to learn their rights and advocate for appropriate services. Therefore, FCSN would like to be the bridge and support for the Asians to develop trust for the regional center for service access.</p> <p>FCSN is a partner in the Disparity Funds Program in FY 2016/17 with SARC's Outreach and Promotora/Mentorship Program and is continuing this partnership for the 2017/18 funding.</p> <p>FCSN's CBO application has new additional components crucial to reducing disparity:</p> <ol style="list-style-type: none"> 1) Bi-Monthly Asian Family Empowerment and Education Sessions for both SARC and RCEB catchment areas. 2) Outreach and Promotora (Mentorship) program for RCEB catchment area. 3) Fun Family Resource Fairs and Events for all Regional Center clients and families 4) To implement HCBS, Person Centered Planning, Integrated Employment and other vendorized services for Asians clients by retaining and increasing the numbers culturally sensitive and linguistically competent staff. Eighty-five percent of the population FCSN serves is Asian. Currently FCSN employs 100 care staff and 95 percent of these staff are bi-lingual. FCSN's language capacity includes: Mandarin, Cantonese, Korean, Vietnamese, Tagalog, Japanese and Malay.
3. Describe the project and its goals/objectives. *Complete the Schedule of Development/Activities Worksheet (Attachment C) and include with your application.
<p>Asian Empowerment Education and Services:</p> <p>Objective 1) Asian Family Empowerment and Education to Improve RC Service Access</p> <p>1a) Bilingual Family Seminar Series: offered twice-monthly in both Alameda and Santa Clara Counties to inform Asian families of special needs services available within the community (Regional Center and generic services offered to special needs). 28 empowering seminars offered in English and multiple Asian languages through simultaneous translation will address topics related to resources, services and support for special needs individuals and families. Seminar speakers will be experts in those fields. Seminars will elucidate a pathway for accessing services. They will also offer support, mentorship, and hand-holding parents who need to access services for loved ones. Seminars will include a question-and-answer period, along with small-</p>

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group discussion. Seminar topics include: Lanterman Act and Regional Center Services; IPP Process; Disability Rights; Early Start; Adult Services; Employment & DOR; SSI, SSA; Self-Determination; IEP, ITP; Person-Centered Planning; Conservatorship; ABLE Act; Housing Options; IHSS; ILS, SLS; Dream Employment Projects; Childcare and Respite Services; Understanding Developmental Disabilities; Services and Intervention for Physical Condition and Challenging Behavior; Developing Skills Toward Independence; Transition to Adulthood; Dental Health; Mental Health; Medication; Developing Abilities, Talent and Employment; Siblings and Parents for Family Health.

1b) Provide Childcare during Seminar Sessions: For parents to attend the 90-minute Family Seminar Series, parents need childcare; fun, skill-based classes for special needs children, their siblings, and special needs adults will be offered to engage participants. Classes include art, music, dancing, games, arts & crafts, and social skills that offer integration with youth volunteers.

1c) Provide Networking Opportunities: After the seminar, provide a family meal, where parents and children are together. Families can bond over a meal and social activities that follow the meal. In a supportive community, long-term friendship forms. Parents become each others' allies, resource, and encouragement.

Objective 2: Increase referrals of Potential Asian Clients for Regional Center intake and Empower Regional Center Clients Who Under Utilize Their POS

2a) Early Start and Potential Regional Center Clients Outreach for Asian Families: Children's Milestone Coffee Social (outreach to parents with children ages 0 to 17 not accessing Regional Center services). 12 hosted coffees in several different languages to inform parents of services available, to outline pathways to access services, and to inform about the difference Early Start Intervention (targeting children ages 0-2) can make over the course of a lifetime; coffees offered in both Alameda and Santa Clara Counties. Six to 10 parents expected to be at each coffee.

2b) Coffee participants will be recruited through contact with diagnostic centers, hospitals, treatment centers; predominantly-Asian childcare centers (in Alameda and Santa Clara Counties); social media; and flyers at strategic public locations. Facilities include: Kaiser, Palo Alto Medical Center, Valley Medical Center, Oakland Children's Hospital, Sutter Health, Lucile Packard, UCSF Diagnostic Center, Children Health Council, Asian Health Services, and Asian American for Community Involvement.

2c) One-on-one mentorship for Asian clients with low or no utilization of their POS. 1:1 Mentorship empowers parents to better access services. Some parents are unable to access services without mentorship and guidance. Mentorship encourages parents to pursue services even when denied, challenging for immigrant families and non-English speakers with a culture of acceptance. Mentorship also impacts mental health and gives hope to parents of special needs children who often feel isolated and stigmatized. Positive parental mental health is essential. Highly stressed, depressed parents cannot adequately advocate for their children and problem-

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solve. A maximum of five hours of mentorship to be provided for each targeted family.

Objective 3: Increase Regional Center Intake Referrals and Empower Families to Access POS Family Resource Fun Fair and Events for Asian Families of Children With Special Needs: Asian families with children with special needs often feel isolated and on the edge without community support. Resource Fun Fairs are friendly and inviting events that offer recreation, support and relaxation while connecting families with services in their community. Resource Fun Fairs will offer resource tables for information and voter registration, food, face-painting, and recreation equipment for active participation. In addition, FCSN will also partner and participate in existing events to bring an Asian presence, at events such as Kaiser Health Fair, Eastern Medicine Health Fair, Valley Medical Center Fair that draws 10,000 annually. Fun Fair and Events will be promoted through Asian and social-media.

Objective 4: Implement Critical Services to Asian Clients and Families with Culturally Sensitive and Linguistically Competent Staff

Increase employee salaries by \$1 per hour to halt 50 percent turnover and reduce to 25 percent annually. Currently FCSN is losing 50% of its bilingual staff due to uncompetitive wages. Staff retention will improve service delivery and quality, particularly critical for Person-Centered Planning, HCBS, Integrated Employment and other vendorized services that require culturally sensitive and bilingual care staff. If FCSN cannot retain experienced, trained staff, FCSN cannot continue to offer services, let alone reduce disparity by expanding programs. If experienced, bilingual staff are retained, then they can train new hires. In year two of the disparity funding, FCSN can increase the population it serves from 300 to 400 daily.

The increase in wages better recognizes the value employees bring. Care employees cannot be expected to work for poverty wages and for a "love" of helping others. About one-third of all nonprofits serving special needs clients have closed in the last several years while demand for services has increased, with greater rates of autism. Current wages are on par with fast-food restaurants. A \$1 raise at a time when Regional Center in the last 20 years has provided a one-time salary allotment increase by five percent as housing costs have sky-rocketed could allow FCSN employees to remain in jobs they love serving clients who need them.

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

- 1) FCSN will track attendance and survey participants at seminars and coffees to assess service needs, satisfaction and level of awareness of resource knowledge, rights and benefit awareness, and the request process. Surveys will also include opportunity for participants to indicate support/topics needed to better advocate/serve their loved ones with special needs. Inputs will directly be drawn and reported from participating families in the Promotora / mentorship program by phone or in person.
- 2) Family Resource Fun Fair and Events will be assessed by numbers and survey to show city of residence, language, ethnicity, whether a Regional Center client. Feedback surveys will identify what participants found helpful from the Resource Fun Fair and suggestions for improvement
- 3) Retention numbers of Bi-lingual staff. Exit surveys of employees who leave the organization as to cause and the role salaries play in their decision. Report consumer family satisfaction, through

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surveys. Currently satisfaction stands at 99 percent.
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>1) Family Seminar Gathering will be measured by numbers that participate and surveys assessing knowledge gained to empower use of community resources and services through Regional Center to improve the lives of their special needs loved ones.</p> <p>2) Outreach to potential Regional Center Clients will be measured by:</p> <p>a) numbers of attendees at the coffee socials and engagement at presentations at outreach events</p> <p>b) through surveys, assessing whether their concerns about their special needs or at risk special needs loved ones were addressed by knowledge gained to empower use of community resources and services through Regional Center</p> <p>3) Promotora / Mentorship will be measured with data through interviews and surveys to assess knowledge acquired and identify additional skills needed to better advocate and receive services that meet the needs of their special needs loved ones.</p> <p>4) Family Resource Fun Fair and Events will be assessed by numbers and survey to show city of residence, language, ethnicity, whether a Regional Center client. Feedback survey will identify what participants found helpful from the Resource Fun Fair and suggestions for improvement</p> <p>5) Securing Bilingual Staff for the Implement and Expand Critical Services for Asians via a \$1 per hour salary increase . It will be measured by numbers and exit surveys to determine the role salaries play (as opposed to burn-out and other reasons) in the decision to leave FCSN's employment for work elsewhere.</p>
6. Where will your project be implemented (counties, cities, neighborhoods, etc.)?
Alameda and Santa Clara Counties
7. Project Type
<input checked="" type="checkbox"/> Outreach (community events, child find, seminars, etc.) <input checked="" type="checkbox"/> Education (workshops, trainings, support groups, etc.) <input checked="" type="checkbox"/> Promotores (parent liaisons, mentors, cultural brokers, etc.), <input checked="" type="checkbox"/> Other: Staff Retention and Program Expansion
8. Estimated number of people the project will reach/impact
<p>Bi-Monthly Family Empowerment and Education</p> <p>A) 28 Family Support Seminars-100 Asian families who have not accessed or under accessed Regional Center Services</p> <p>B) Outreach and Family Mentorship for Asian Families 60 to 100 parents of special needs children</p> <p>C) Referring Health Organizations -- 10</p> <p>D) Family Outreach Resource Events -- 1500</p> <p>E) Reduction in Staff Turnover -- reduced from 50 to 25 percent based on 100 care staff that FCSN currently employs 100 direct care staff.</p>

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9. Timeline of project (start and end dates)	
January 2, 2018 to December 31, 2018--	
10. Amount requested <i>*Please complete the Budget Worksheet (Attachment D) and include with your submission.</i>	10a. Funding frequency (check one):
\$ 491050	<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: Asian Empowerment, Education and Services									
Objective: Reduce Disparity by Empowering and Educating Asian families with special needs family member to access authorized services, Increasing the number of Asian Families Referred to Regional Center Intake, Providing Critical Services to meet Asian clients' needs									
Issue(s) being addressed: Disparity of Asians being 18 percent of population and receiving 10 percent of services from Regional Centers									
		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
Executive grant agreement with DDS	Vice President and Executive Business Director	<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"/>
Hiring 2 coordinators to coordinate and implement strategies for the Outreach/Mentorship and Seminars Series and Fun Resource Events	2 Full Time Project Coordinators	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family Fun Resource Fair/Events: facility rental, organize resource information tables, food, equipment,	Project Coordinators	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" 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 1/1/18- 3/31/18	Q2 4/1/18- 6/30/1 8	Q3 7/1/18- 9/30/18	Q4 10/1/18- 12/31/1 8	Q1 1/1/19- 3/31/1 9	Q2 4/1/19- 6/30/1 9	Q3 7/1/19- 9/30/1 9	Q4 10/1/19- 12/31/1 9
publicity, promotional material, fun activity equipment rental									
Asian Family Empowerment Seminar Series (offered 2 times monthly in both Alameda and Santa Clara Counties in two languages with activity-based childcare and post-seminar family meal social hour) Recruit Seminar speakers and topics listed in Schedule A) Secure translators and translation equipments, identify teachers and	Project Coordinators	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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acquire supplies Training and integration of youth volunteers with special needs children and adults. Outreach to 100 families to access Regional and community services									
Outreach to Asian Families that are potential regional center clients and Mentorship to existing clients with no utilization of POS. Also Outreach to 10 diagnostic centers and Asian childcare centers in Alameda and Santa Clara Counties,	Full-time equivalent coordinator, brochures, translator, social media.publicity, mileage reimbursement, promotional video, equipment and supplies, facility and equipment rental	☒	☒	☒	☒	☐	☐	☐	☐

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Issue(s) being addressed: Disparity of Asians being 18 percent of population and receiving 10 percent of services from Regional Centers									
		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
Salary adjustment by \$1 per hour for Bilingual Staff Providing Critical Service with Culturally sensitive and Linqvistically Competent staff to Asians: Retention of Bilingual Staff to create employment stability, reduce turnover from 50 to 25 percent and allow FCSN to expand services by 100 students in year two of grant	100 bilingual employee as incentive to remain in FCSN employment to provide consistent service and culturally sensitive training for new hires	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

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: Asian Empowerment, Education and Services	
Objective: Reduce Disparity by Empowering and Educating Asian families with special needs family member to access authorized services, Increasing the number of Asian Families Referred to Regional Center Intake, Providing Critical Services to meet Asian clients' needs	
Issue(s) being addressed: Disparity in services to Asian special needs individuals	
Activities	28 Bilingual Family Seminar Series; Outreach for Asians through 12 hosted Children's Milestone Coffee Socials; Outreach to at least 10 diagnostic centers, treatment centers and predominantly-Asian childcare centers to recruit participation in coffees and family seminar series; One-on-one mentorship for clients not utilizing POS; 3 Family Resource Fun Fairs and Events for Asian Families of Children with Special Needs; Bilingual Staff Retention to deliver critical services and expand services for Asian clients.
Measures of Outcomes	Outcomes will be measured quantitatively as well as qualitatively. Family Support Seminars will work with 100 families who have not yet accessed Regional Center Services or has under accessed; Early Start Outreach and Family Mentorship will work with 60 to 100 families who have not accessed Regional Center Services; 3 Family Resource Events for Asian families will attract 1,500; Bilingual Retention will reduce turnover from 50 to 25 percent. Work closely with SARC and RCEB to track increase in intake through referral by FCSN and increase in utilization of clients / families after attending FCSN's Empowerment Seminar Series and / or participating in the Mentorship program.

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
Asian Empowerment, Education and Services
Project Duration (start and end date)
January 2, 2018 - December 31, 2018

Description	Cost
Salary/Wages and Benefits	
Coordinator	\$152000
Staff	\$198000
	\$
	\$
	\$
Operating Expenses	
Advertisement	\$2000
Equipment	\$6000
Facility Rental	\$8000
Food	\$27000
Seminar Speakers	\$6000
Administrative Expenses	
15% of Total Budget	\$64050
	\$
	\$
	\$
	\$
Additional Expenses	
Printing Expenses	\$6000
Promotional Video	\$3000
Supplies	\$10000
Translators/Translation	\$7000
Transportation	\$2000
Project Budget Total	\$491050