

## 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.

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

### A. Grantee Information

<b>1. Name of Organization/Group</b>	<b>2. Date</b>
Housing Choices Coalition for Persons with Developmental Disabilities, Inc. (Housing Choices)	11/6/2017
<b>3. Primary Contact (Name)</b>	
Jan Stokley, Executive Director	
<b>4. Mailing Address</b>	
898 Faulstich Court Suite B, San Jose, CA 95112	
<b>5. E-mail Address</b>	<b>6. Phone Number</b>
jan@housingchoices.org	408-713-2613
<b>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.</b>	
<p>Housing Choices is a nonprofit, tax-exempt organization founded in 1997 to create quality affordable housing options for people with developmental disabilities. Our vision is that all people with developmental disabilities will have a choice of community living options. San Andreas Regional Center (SARC) vendorizes Housing Choices to provide housing services to people with developmental disabilities, including individual support to apply for affordable housing.</p> <p>Without access to affordable housing, adult consumers are often unable to move out of the family home. Hispanic and Spanish-speaking adult SARC consumers are greatly over-represented in residing in the family home and underrepresented in utilizing ILS/SLS or Residential Care Facilities, resulting in significantly higher POS spending on white and English-speaking adult consumers compared to Hispanic and Spanish-speaking adult consumers.</p> <p>Too often, Housing Choices does not receive a POS referral of a Spanish-speaking adult consumer for a housing search until some family crisis has precipitated the housing need. Yet the nature of affordable housing in SARC's service area is that waiting lists can take two to five years, and there is little emergency housing available. By educating Spanish-speaking adult consumers and their families, the project will increase the number of Spanish-speaking adult consumers who make plans for living outside the family home several years in advance of an immediate need, who understand the housing and service options, and who are prepared for the process of applying for and</p>	

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maintaining waiting list status at community housing properties. This preparation in advance of an urgent housing need will increase the Spanish-speaking adult consumer's likelihood of securing successful and stable living arrangements outside the family home, which, in turn, will reduce POS disparities experienced by this group.

In addition to a thirty-three person staff in San Jose, Housing Choices has a Watsonville office with a ten-person, bi-lingual, bi-cultural staff who are able to provide follow-up housing search services for Spanish-speaking adult consumers and their families in the targeted counties of Monterey, Santa Cruz and San Benito who, as a result of the project activities, seek assistance to make long-term plans for living outside the family home.

### B. Project Information

#### 1. Project title

Navegador de Vivienda

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

This project targets Spanish-speaking adult consumers with developmental disabilities who live in the family home. Hispanic consumers and parents who are bi-lingual in English and Spanish may also benefit from the project, but the primary target is Spanish-speaking adult consumers and their families.

82% of SARC's Spanish-speaking adults age 22 and older still live in the family home, compared to 48% of SARC's English-speaking adults age 22 and older. 6% of SARC's Spanish-speaking adults age 22 and older utilize ILS and SLS services, compared to 20% of SARC's English-speaking adults age 22 and older. Similarly, 11% of SARC's Spanish-speaking adults age 22 and older live in Residential Care Facilities, compared to 30% of SARC's English-speaking adults.

To some extent, cultural values about co-residency of adult children with parents help to explain the difference in adult living arrangements. Yet the difference is also attributable to factors not rooted in cultural values, including lack of knowledge of the need for a long-term approach to affordable housing resources, language barriers, historic experiences of housing discrimination, lack of trust of non-familial caregivers, misunderstanding of the housing opportunities for people with disabilities and undocumented people, fear of being reported to immigration officials, and financial instability. These are all barriers that the SARC Service Coordinator and Housing Choices staff can assist consumers to address over time, but the challenge is much greater when the SARC referral for housing services is prompted by an immediate housing crisis, rather than by a longer-term plan for where the consumer will live.

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

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The project goal is to increase the number of Spanish-speaking adult consumers and their families who make longer-term housing plans for the adult consumer in advance of an emergency housing need and who understand the options, timeline and process to secure an affordable place to live outside the family home. Housing Choices will track the reasons for POS authorizations for housing search assistance for adult Spanish-speaking consumers ("immediate need" versus "long-term plan") in the targeted counties over time. This data will show whether the project activities are achieving a change in the target population's rate of making longer-term housing plans. Over time, this change in consumer and family behavior will increase the number of Spanish-speaking adult consumers living successfully outside the family home in their own apartment with ILS or SLS support or living in a Adult Residential Facility.

An objective for achieving this goal is to build the capacity of relevant community resource organizations to have supportive and well-informed discussions about long-term housing plans with Spanish-speaking adult consumers and their families, taking advantage of the natural opportunities already in place to counsel consumers and their families on this topic. These community resource organizations include, for example, the SARC Service Coordinators in the Salinas and Watsonville office, High School Special Ed and Post-Secondary Programs, Adult Day Programs, Family Support Organizations, Senior-Serving Organizations, Housing Resource organizations, and others who already interact with adult Spanish-speaking consumers living in the family home and their families. Creating community capacity in others fosters the long-term impact of the project. In addition, this strategy is responsive to the needs of families who are stressed out and may be unable or unwilling to make a new service or meeting commitment. This approach also fosters multiple, consistent conversations with the consumer and family over time with a variety of trusted resources who can validate the benefits of longer-term planning about living arrangements with sensitivity both to cultural values and individual family dynamics.

Another project objective is to create and implement consumer workshop and parent support meeting curricula and training tools that, with assistance from the Navegador de Vivienda project, can be co-sponsored by community partners so that we can directly dialogue with the targeted consumers and their families in advance of an immediate housing need. We plan to contract with the consumer-employing media project of Hope Services to create several video interviews of adult Spanish-speaking consumers who have successfully moved outside the family home, with comments by their parents and family members. Incorporating these first-hand "success stories" in the consumer and parent workshops will increase the impact of the training curriculum. In addition to workshop materials, the project will also create and disseminate Spanish-language FAQs about options for living outside the family home, which can be posted on our collaborators' web sites and incorporated in their resource and orientation binders.

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

SARC conducted community meetings to discuss the disparity data in its region. Families reported that they were often too stressed to pursue services, and families also thought that if SARC would help pay for rent, it would reduce disparities in service utilization. This consumer feedback is consistent with Housing Choices' experience in supporting Spanish-speaking referrals for housing assistance who are disproportionately Very Low Income or Extremely Low Income. Making long-term plans for the consumer to, at some point, live outside the family home, is challenging when families are struggling with day-to-day survival. The pervasiveness of family stress is an important reason for working as much as possible with other relevant community resource organizations and building their staff's capacity to use existing opportunities to have a supportive, well-informed conversation with consumers and their parents about long-term planning for living outside the family home. Secondly, in recommending that SARC help with rent, this community feedback indicates not only misunderstanding of SARC resources constraints but also unawareness of the community's supply of subsidized housing units. With time and planning, affordable rental units are accessible to consumers, but rarely in response to an immediate need.

Going forward, the project will rely on constant input from the community served. Each meeting and event will begin with a discussion asking "why are you here, what are you hoping to learn." The consumer workshops and parent workshops will include an opportunity for consumers to learn from the success stories of other consumers about what it is like to live outside the family home and for parents to talk with each other about why they continue to have their adult child remain in the family home, what factors would affect that decision, and the living arrangements they would hope for when they are no longer able to support the adult child to live in the family home. Each meeting and workshop will end with a discussion of whether participants' goals were met. This ongoing verbal feedback loop is in addition to written evaluations from participants.

### 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.*

The desired outcome of the project is to increase the number of Spanish-speaking adult consumers in Monterey, San Benito and Santa Cruz counties who understand the need to make long-term housing plans and the options, timeline, and process for securing an affordable place to live outside the family home. We will measure the project impact in the following ways:

First, we will measure whether, over time, there is an increase in the number of Spanish-speaking adult consumer POS authorizations for housing search assistance in the targeted counties that are made in furtherance of a longer-term housing goal, without an immediate housing crisis. We will create baseline data for these indicators by

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examining the SARC POS authorizations to Housing Choices of adult Spanish-speaking consumers in need of assistance to apply for housing in the targeted counties in calendar year 2017, and measure this again at the end of 2018, and at the end of 2019.

Second, we will measure the project impact on the staff capacity of relevant community resource organizations to take advantage of existing, natural opportunities to begin the dialogue with adult Spanish-speaking consumers and their families about long-term housing plans. For each type of community resource organization to whom we will offer staff training, we will create pre-training self-assessments of the participants' knowledge of and confidence to discuss with consumers and their families their long-term housing plans and the options, timeline and process for pursuing affordable housing; and compare that data with similar self-assessments after each training. We will also track the number of trainings; the number of people trained; and whether, at an organizational level, the training participants identify specific opportunities in their work for introducing the discussion of long-term plans for the consumer's housing. Finally, we will track the number of trained organizations that follow up by collaborating with the Navegador de Vivienda project to co-sponsor workshops for Spanish-speaking consumers and their parents or to disseminate information to their participants about consumer and parent workshops sponsored by others.

Third, we will measure how many Spanish-speaking consumers and their parents participated in trainings and parent support meetings using culturally appropriate curricula developed by the project on the topic of long-term planning for living outside the family home. Using a scale of 1 to 10, we will track pre- and post- training data on participants' self-assessment of their knowledge of and confidence to make long-term housing plans; and increased understanding of specialized topics such as SARC's ability to vendorize housing search assistance; the difference between ILS and SLS; how income affects the ability to apply for different properties; the housing rights and opportunities of undocumented people; and more. We will also ask participants post-training how likely they are to further investigate options for living outside the family home.

### **6. Where will your project be implemented (counties, cities, neighborhoods, etc.)?**

We will implement the project in Monterey, San Benito, and Santa Cruz Counties ("targeted counties") for four reasons. First, the SARC population in the targeted counties grew by 60% between September 2007 and September 2017, compared to 40% growth in Santa Clara County. Secondly, a growth rate of 92% in the Hispanic community in the targeted counties accounts for much of the targeted counties' growth in SARC population in the same decade. Third, the monolingual population in the targeted counties grew by 74% in the same decade. Given very low numbers of other non-white minority groups in the targeted counties, this trend is almost entirely attributable to growth in mono-lingual Spanish-speakers. Fourth, compared to Santa Clara County, these largely rural counties have less community capacity to help monolingual Spanish-

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speaking adult consumers learn about opportunities to live outside the family home.	
<b>7. Project Type</b>	
<input type="checkbox"/> Outreach (community events, child find, seminars, etc.) <input checked="" type="checkbox"/> Education (workshops, trainings, support groups, etc.) <input type="checkbox"/> Promotores (parent liaisons, mentors, cultural brokers, etc.), <input type="checkbox"/> Other:	
<b>8. Estimated number of people the project will reach/impact</b>	
Annually, 60 people working in other community resource organizations that serve several hundred members of the target population; 80 family members of the target population; and 40 consumers in the target population. Over two years	
<b>9. Timeline of project (start and end dates)</b>	
Year One: 1/1/2018 to 12/31/2018; Year Two 1/1/2019 to 12/31/2019(subject to funding availability). One year budget amount is \$74,592, and two year budget amount is \$149,184	
<b>10. Amount requested</b> <i>*Please complete the Budget Worksheet (Attachment D) and include with your submission.</i>	<b>10a. Funding frequency (check one):</b>
<b>\$74,592</b>	<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.*

<b>Project Title:</b> Navegador de Vivienda									
<b>Objective:</b> Create baseline data for calendar year 2017 on the number of SARC referrals to Housing Choices of Spanish-speaking adult consumers in the targeted counties for housing assistance in response to an immediate crisis and the number referred in furtherance of a long-term housing goal. Compare to data for calendar year 2018 and calendar year 2019 to assess whether the project is achieving desired impact of promoting long-term planning for the housing needs of Spanish-speaking adult consumers.									
<b>Issue(s) being addressed:</b> Create an outcome measure that can be tracked over time to measure whether the project design and activities had an ultimate impact on consumer and family propensity to make long-term plans for the consumer's housing needs.									
		<b>2018</b>				<b>2019</b>			
<b>Activity</b>	<b>Staff</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
		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
Compile 2017 data on underlying reasons for POS authorizations .	Watsonville Program Manager	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compile 2018 data on underlying reasons for POS authorizations.	Watsonville Program Manager	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compile 2019 data on underlying reasons for POS authorizations	Watsonville Program Manager	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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<b>Activity</b>	<b>Staff</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
		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
		<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"/>	<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 – SCHEDULE OF DEVELOPMENT/ACTIVITIES WORKSHEET**

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<b>Project Title:</b> Navegador de Vivienda									
<b>Objective:</b> Provide training on long-term housing planning to build staff capacity of relevant community resource organizations already serving adult Spanish-speaking consumers to use existing opportunities to discuss long-term housing plans and options.									
<b>Issue(s) being addressed:</b> Families of adult consumers are stressed and find it difficult to use services, so collaboration with others who already interact with consumers and their families helps to start the conversation about long-term housing plans for the adult consumer. This approach fosters multiple, consistent conversations over time with a variety of trusted resources who can validate the benefits of long-term planning for housing in a way that is sensitive to cultural and family dynamics. This approach contributes to the long-term impact of the project.									
		<b>2018</b>				<b>2019</b>			
<b>Activity</b>	<b>Staff</b>	<b>Q1</b> 1/1/18-3/31/18	<b>Q2</b> 4/1/18-6/30/18	<b>Q3</b> 7/1/18-9/30/18	<b>Q4</b> 10/1/18-12/31/18	<b>Q1</b> 1/1/19-3/31/19	<b>Q2</b> 4/1/19-6/30/19	<b>Q3</b> 7/1/19-9/30/19	<b>Q4</b> 10/1/19-12/31/19
Develop training curriculum on long-term housing planning that can be adapted for different types of organizations.	NDV Project Manager with other staff and subject matter experts	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schedule and Implement training for SARC Service Coordinators in	NDV Project Manager	x	x	x	<input type="checkbox"/>	x	<input type="checkbox"/>	x	<input type="checkbox"/>

Watsonville and Salinas office									
Schedule and implement classroom training for up to four high school special ed. programs with significant Spanish-speaking consumer enrollment	NDV Project Manager	x	<input type="checkbox"/>	<input type="checkbox"/>	x	x	<input type="checkbox"/>	<input type="checkbox"/>	x
Schedule and implement training for up to four Post-Secondary programs with significant Spanish-speaking enrollment	NDV Project Manager	x	x	x	<input type="checkbox"/>	x	<input type="checkbox"/>	x	<input type="checkbox"/>
Schedule and implement training for staff and leaders of three Parent Support Organizations (Special Kids Crusade, SPIN and Soledad parent group)	NDV Project Manager	x	x	x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schedule and implement training for staff of community day	NDV Project Manager	x	x	x		<input type="checkbox"/>	x	<input type="checkbox"/>	x

programs with significant Spanish-speaking consumer enrollment									
Schedule and implement training for family support or resident services staff of local housing resource organizations	NDV Project Manager		x	x	<input type="checkbox"/>	x	<input type="checkbox"/>	x	<input type="checkbox"/>
Schedule and implement training for staff of local senior-serving organizations with significant Spanish-speaking populations	NDV Project Manager	<input type="checkbox"/>	<input type="checkbox"/>	x	<input type="checkbox"/>	x	<input type="checkbox"/>	x	<input type="checkbox"/>

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<b>Project Title:</b> Navegador de Vivienda									
<b>Objective:</b> To offer adult Spanish-speaking consumers and their parents workshops that will increase their understanding of the housing options available for adult consumers outside the family home, the need for and the benefits of long-term housing planning, housing rights and opportunities of people with disabilities and undocumented people, and the resources available to assist SARC consumers with making and implementing long-term housing plans.									
<b>Issue(s) being addressed:</b> Spanish-speaking consumers and their families are often unaware of community housing resources and the need to spend two to five years on wait lists; they face other housing barriers, including language, discrimination, concerns about undocumented family members, and financial instability. They are less likely than English-speaking peers to have friends who have transitioned to live outside the family home and may wait to pursue available housing services until facing a crisis.									
		<b>2018</b>				<b>2019</b>			
<b>Activity</b>	<b>Staff</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
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Contract with Hope Services Media Project to employ SARC consumers in videotaping interviews with Spanish-speaking adults who have successfully transitioned to living in community housing, as well as	Executive Director	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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parent interviews.									
Develop a Spanish-speaking consumer workshop curriculum and a parent workshop curriculum on housing options and how to pursue them, incorporating videotaped interviews in the workshop curriculum	NDV Project Manager, other Housing Choices staff, and subject matter experts	☐	x	☐	☐	☐	☐	☐	☐
Work with community resource organizations to schedule and	NDV Project Manager	☐	☐	x	x	x	☐	x	☐

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implement four consumer workshops									
Work with community resource organizations to schedule and implement four parent workshops or support meetings	NDV Project Manager	□	□	x	x	x	□	x	□
Develop and disseminate Spanish-language FAQs about living outside the family home, providing basic information and addressing common	NDV Project Manager with other staff and subject matter experts	x	□	□	□	□	□	□	□

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		2018				2019			
<b>Activity</b>	<b>Staff</b>	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
misconceptions. Disseminate at workshops and encourage community resource organizations to post on their web site									
		□	□	□	□	□	□	□	□
		□	□	□	□	□	□	□	□
		□	□	□	□	□	□	□	□

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**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.*

<b>Project Title:</b> Navegador de Vivienda	
<b>Objective:</b> Create baseline data for calendar year 2017 on the number of adult Spanish-speaking consumers POS authorizations for housing search services authorized in response to an immediate need and the number authorized in furtherance of a longer-term housing plan. Compare with data for calendar year 2018 and 2019.	
<b>Issue(s) being addressed:</b> This data can be tracked over time to determine whether the project design and activities made a change in Spanish-speaking adult consumer and family propensity to pursue a longer-time plan for living outside the family home.	
<b>Activities</b>	Compile calendar year 2017 data on underlying reasons for POS authorizations of housing services for Spanish-speaking adult consumers and categorize as "immediate need" or "longer-term planning". Compile the same data at the end of calendar year 2018 and 2019.
<b>Measures of Outcomes</b>	Change over time in the number of POS authorizations of adult Spanish-speaking for housing search assistance because of an "immediate need" versus "long-term planning".



**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.*

<b>Project Title:</b> Navegador de Vivienda	
<b>Objective:</b> Build staff capacity of relevant community resource organizations already serving adult Spanish-speaking consumers and their families to use existing opportunities to discuss long-term housing plans and options for living outside the family home.	
<b>Issue(s) being addressed:</b> Families of adult consumers are stressed and find it difficult to use services, so collaborating with other relevant organizations who already interact with Spanish-speaking adult consumers and their families helps to promote and validate the concept of planning for longer term living arrangements. This approach fosters multiple, consistent conversations over time with a variety of trusted resources who can validate the benefits of long-term planning for the consumer's living arrangements in a way that is sensitive to family situations and cultural values.	
<b>Activities</b>	<ol style="list-style-type: none"> <li>1. Develop curriculum that can be adapted to a variety of relevant community resource organizations.</li> <li>2. Create a contact list for key leaders of relevant resource organizations who already serve Spanish-speaking adult consumers and their families (including SARC offices in Salinas and Watsonville, High School Special Ed and Post-Secondary programs, Adult Day Programs, Family Support Organizations, Senior-Serving Organizations, and others).</li> <li>3. Conduct outreach to targeted resource organizations to enlist interest and schedule training.</li> <li>4. Implement staff trainings.</li> <li>5. Ask trained organizations trained to co-sponsor a consumer workshop or a parent workshop; and to disseminate information about consumer or parent workshops</li> </ol>
<b>Measures of Outcomes</b>	<ol style="list-style-type: none"> <li>1. Completed curriculum with adaptations for different types of community resource organizations.</li> <li>2. Contact list of decision-makers of relevant community resource organizations.</li> <li>3. Number of relevant resource organizations contacted and number who scheduled training.</li> <li>4. Number of trainings implemented; number of staff and leader participants trained; pre-and post training assessment on knowledge of and confidence to discuss longer-term housing plans; in post-training assessment, participants are able to identify "natural" opportunities in their work to start the conversation with Spanish-speaking adults and their families about longer term housing plans.</li> <li>5. Number of organizations who co-sponsor or collaborate to host consumer or parent workshops.</li> </ol>

**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.*

<b>Project Title:</b> Navegador de Vivienda	
<b>Objective:</b> To offer adult Spanish-speaking consumers and their parents culturally appropriate, Spanish-language workshops that increase their understanding of the options for adult consumers to live outside the family home, the need for and the benefits of longer-term housing planning, housing opportunities of people with disabilities and undocumented people, and resources available to assist SARC consumers with achieving longer-term housing plans.	
<b>Issue(s) being addressed:</b> Spanish-speaking adult consumers and their families are often unaware of community housing resources and the need to spend two to five years on housing wait lists. They face serious housing barriers, including language, discrimination, concerns about undocumented family members, and financial stress and instability. They are less likely than English-speaking peers to have friends and role models who have successfully transitioned to living outside the family home and may wait to pursue housing options until facing a crisis.	
<b>Activities</b>	<ol style="list-style-type: none"> <li>1. Produce video interviews of Spanish-speaking adult consumers who have successfully transitioned to live outside the family home, including parent and family comments.</li> <li>2. Develop workshop curriculum for consumers and workshop curriculum for parents on planning to live outside the family home; incorporate video footage of role models and success stories.</li> <li>3. Implement consumer workshops and parent workshops</li> <li>4. Develop and disseminate Spanish-language FAQs about living outside the family home, providing basic information about the timeline and process and also addressing frequent misconceptions.</li> </ol>
<b>Measures of Outcomes</b>	<ol style="list-style-type: none"> <li>1. Completed video material of consumer and parent interviews</li> <li>2. Completed consumer workshop and parent workshop curriculum, incorporating video material</li> <li>3. Number of consumer workshops held and number of consumers trained; number of parent workshops held and number of parents trained; using scale of 1 to 10, pre- and post-training self-assessments of knowledge of housing options, housing barriers and how to address them, and confidence to make plans to live outside the family home. Using scale of 1 to 10, post-training self-assessment on likelihood of further investigating housing options outside the family home.</li> <li>4. Completed FAQs and number of relevant community-serving organizations who post it on their web site or include it in consumer and parent orientation binders.</li> </ol>

**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.

<b>Project Title</b>
Navegador de Vivienda
<b>Project Duration (start and end date)</b>
1/1/2018 to 12/31/2019. Budget below is annual amount of \$74, 592 so two year budget request is for \$149,184.

Description	Cost
<b>Salary/Wages and Benefits</b>	
Wages for full-time NDV Project Manager @ \$24.15/hour (includes bi-lingual premium)	\$50232
Benefits and employer taxes @20%	\$10046
NOTE: Total wages/benefits increase of \$1500 in 2019	\$
is offset by lack of \$1500 video production expense	\$
in 2019	\$
<b>Operating Expenses</b>	
Video production fee to Hope Services--2018 only	\$1500
Training Materials copying	\$500
Meeting Food and drinks (150 people @ \$10/person)	\$1500
Meeting rental space (when not free) @ \$100/meeting	\$500
Mileage NDV Project Manager to community meetings	\$1500
<b>Administrative Expenses</b>	
Pro rata share of office, phone, fax, copier and equipment rental for new NDV Project Manager	\$4364
Pro rata share of computer tech support for new NDV Project Manager	\$250
Pro rata share of audit and accounting fees	\$1000
Office supplies	\$200
Pro rata share of management and admin. salaries	\$3000
<b>Additional Expenses</b>	
	\$
	\$
	\$
	\$
	\$
<b>Project Budget Total</b>	<b>\$74592 annual</b>