

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
Napa Valley Child Advocacy Network, Inc. DBA ParentsCAN	11/3/17
3. Primary Contact (Name)	
Marlena Garcia, Executive Director	
4. Mailing Address	
1909 Jefferson Street, Napa, CA 94559	
5. E-mail Address	6. Phone Number
marlenag@parentscan.org	707-253-7444
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>ParentsCAN was established in 2005 as a 501 c 3 organization. ParentsCAN is the only Family Resource Center in Napa County dedicated to meeting the needs of parents of children ages 0 to 25 “who have or are at increased risk for a chronic physical, developmental, behavioral or emotional condition and who also require health and related services of a type or amount beyond that required by children regularly.” This includes children with intellectual disabilities who are eligible for Regional Center services.</p> <p>Children cannot access care on their own. It is up to their parents to find their children they help they need. ParentsCAN is an entry point for Napa County families to access community resources and services to help their child with special needs and their whole family thrive. Our vision is to create a community where every individual is accepted and valued. Our mission is to partner with and guide parents when challenges arise in their child’s education, health, behavior or development, so that their children can reach their full potential.</p> <p>Our family support programs use proven and effective prevention strategies that address the many challenges families face by building on the strengths of families to empower parents to care for their children. All of our services are available in English and Spanish.</p>	

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ParentsCAN has more than twelve years of experience serving significantly isolated populations including families with additional barriers to services and who are low income, Hispanic, immigrant, and live in rural areas of the county. Half of the staff of ParentsCAN, including the Executive Director are themselves bi-lingual and bi-cultural Hispanic/Spanish speakers who also are parents of children with special needs. ParentsCAN has the capacity to achieve the desired grant objectives as outlined below.

B. Project Information

1. Project title
Napa County Promotora Project
2. Describe how the target population is an underserved population.
<p>In North Bay Regional Center's catchment area, 24% of families served self-identify as Hispanic. Per Purchase of Service disparity data for FY 2015/16 utilization of services is 78% of the Hispanic population vs 90.1% for those identified as White. For those who identify Spanish as their primary language, 73.5% utilize services vs 88.3% of those that speak English. NBRC has identified the Hispanic and Spanish speaking population as a target population for this project.</p> <p>In FY 2016-17 ParentsCAN served more than 1200 families with 59% of those families identifying as Hispanic. The Promotora project will allow us to further focus resources on those underserved Hispanic/Spanish speaking families so that more of them access Regional Center services for their children. We will recruit, train and deploy peer parent leaders (Promotoras) to provide peer support, mentoring, and coaching to the targeted families. Through hands on learning and sharing of personal experiences, the Promotoras will act as a bridge between families and the Regional Center. The Promotoras will provide support to families in a culturally sensitive manner and engage parents with different learning styles.</p> <p>The project will focus on serving Hispanic and Spanish speaking parents of children ages 3-21 who are Regional Center eligible and who live in the county of Napa. This project will serve 50 families during the funding period.</p>
3. Describe the project and its goals/objectives. <i>*Complete the Schedule of Development/Activities Worksheet (Attachment C) and include with your application.</i>
<p>ParentsCAN will establish a Promotora program to meet the needs of Hispanic/Spanish speaking families in Napa County. ParentsCAN will recruit and hire 2 part-time Promotoras who speak Spanish, are trained in the Promotora or community health worker model and have personal experience navigating Regional Center services. The Promotoras will receive training in collaboration with NBRC regarding: the overall goal of</p>

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the project, roles between Promotora and Service Coordinators, and an overview to Regional Center services available to families of children with developmental disabilities. Promotoras will help families to: (1) identify barriers to services, (2) prioritize needs, (3) connect and access available resources including community resources and (4) build advocacy skills.

The goals of the program are to:

1. Decrease barriers to accessing services.
2. Increase family knowledge of local resources available in Napa County.
3. Assist families in understanding services available through the Regional Center.
4. Assist families to access and use services for their child.
5. Assist families to become knowledgeable, connected and engaged in their community.

Through this project ParentsCAN and NBRC will develop referral protocols to identify families who are appropriate for Promotora services. The criteria will include: families who are Hispanic/Spanish speaking, have no open POS or an unutilized authorized POS, and/or families who are high-risk including families with additional home stressors, transportation issues, multiple children eligible for services.

Families referred to the program will develop a care plan to determine family needs, services received/needed, education and information needs, referrals and follow up assistance and specific training.

Promotoras will work with families to prioritize needs and provide hands on learning on how to access services and supports. Promontora services will be provided through phone contacts, in-office appointments or home visits. Families will receive coaching and mentoring from a Promotora for an initial 3 month period to ensure that families are connected. Families will then be re-evaluated to see if services are needed for another 3 months or longer.

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

The Promotora project is built upon parent input from the families we serve as well as as from public forums hosted in collaboration with NBRC. This project is designed to be responsive to the needs of parents of children with disabilities and who are significantly isolated from available sources of information and support. The design also incorporates best practices and an extensive network of professional partners. We know from our 12 years of experience that significantly isolated parents will engage in services when they are offered in the manner, language and places they feel most comfortable.

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ParentsCAN has established working relationships with a myriad of agencies and organizations and has a history of coordinating services for families with children with special needs in Napa County. ParentsCAN has reciprocal professional relationships with over 10 local agencies that directly serve children with disabilities, to enhance their child-focused services with our parent-focused services to ensure that the entire family's needs are met. They include: 1) Napa Infant Preschool Program and 2) North Bay Regional Center, 3) California Children's Services, 4) Queen of the Valley Community Outreach, 5) pediatricians and 6) other local health providers and therapists, 7) Napa County Health and Human Services Agency, 8) Child Welfare, 9) Children's Mental Health, 10) Juvenile Justice and 11) Napa County Special Education personnel.

ParentsCAN has agreements with all other Napa Family Resource Centers in order to minimize the duplication of services and maximize resources to develop a comprehensive family support system for all families across Napa County.

ParentsCAN in collaboration with NBRC has a long standing history of hosting public forums for local Napa County families. We were part of the September 6, 2017 Performance Contract meeting for the community at large, and on October 27, 2017 we held a public meeting for Hispanic families of children with special needs with a focus on the Spanish speaking population in order to understand the barriers they face and their thoughts about solutions to those barriers so that the disparity in service utilization rates between White/English and Hispanic/Spanish is reduced.

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 Promotora project will track how many families are referred from NBRC to the program. The level of parent engagement in the project will be measured by number of service contacts provided by the Promotora. Each family referred to the Promotora project will receive a pre/post survey that will assess their level on knowledge of systems and services, level of confidence accessing services to meet their needs and the level of connection to resources and their community.

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

This project will be implemented in the county of Napa and specifically serve Hispanic and Spanish speaking families with children who are ages 3-21 and regional center eligible.

7. Project Type

- Outreach (community events, child find, seminars, etc.)
- Education (workshops, trainings, support groups, etc.)

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<input checked="" type="checkbox"/> Promotores (parent liaisons, mentors, cultural brokers, etc.), <input type="checkbox"/> Other:	
8. Estimated number of people the project will reach/impact	
50 families	
9. Timeline of project (start and end dates)	
1/1/18-12/31/18	
10. Amount requested <i>*Please complete the Budget Worksheet (Attachment D) and include with your submission.</i>	10a. Funding frequency (check one):
\$ 75,000	<input checked="" type="checkbox"/> Annual Cost** or <input checked="" 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: Napa County Promotora Project									
Objective: Reduce disparities in Regional Center POS authorization and utilization for Hispanic/Spanish speaking families of children (3-22) in Napa County									
Issue(s) being addressed: Hispanic/Spanish speaking families									
		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
Execute Grant agreement with DDS	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"/>
Create Job descriptions Recruit and hire Parent Navigators/Promotoras	Director/Project 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"/>
Coordinate with NBRC to provide training to Promotoras	Project Director/NBRC	<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"/>
Develop a referral process/protocol	Project Director/NBRC	<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"/>
Develop Pre/Post parent survey to measure change	Project Director/Subject Matter Expert	<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"/>

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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- 3/31/19	Q2 4/1/19- 6/30/1 9	Q3 7/1/19- 9/30/1 9	Q4 10/1/19- 12/31/1 9
Develop family needs assesment and care plan	Project Director/Subject Matter Expert	<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"/>
Provide training to Promotoras	Project Director/NBRC	<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"/>
Prepare and Submit 1 st Quarterly Report to DDS	Project Director	<input type="checkbox"/>	<input checked="" 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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Execute Grant agreement with DDS	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"/>
Create Job descriptions Recruit and hire Parent Navigators/Promotoras	Director/Project 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"/>
Coordinate with NBRC to provide training to Promotoras	Project Director/NBRC	<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"/>
Develop a referral process/protocol	Project Director /NBRC	<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"/>
Develop Pre/Post parent survey to measure change	Project Director/Subject Matter Expert	<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"/>

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Prepare and Submit 1 st Quarterly Report to DDS	Project Director	<input 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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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: Napa County Promotora Project	
Objective: Reduce disparities in Regional Center POS authorization and utilization for Hispanic/Spanish speaking families of children (3-22) in Napa County	
Issue(s) being addressed: Hispanic/Spanish speaking families	
Activities	<ol style="list-style-type: none"> 1. Hire and train promotoras 2. Develop process and protocols with NBRC 3. Serve families referred to Promotoras program 4. Assess project data and make adjustments to project as needed
Measures of Outcomes	<ol style="list-style-type: none"> 1. Number of families referred to project 2. Number of service contacts provided by Promotoras to families 3. Results of pre/post test of participating families that measure: family understanding of services available through Regional Center, access and utilization of Regional Center and community services, ability to address basic needs and barriers and engagement in their community. 4. Baseline POS data for Hispanic/Spanish speaking families and POS data after project ends.

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
Napa County Promotoras Project
Project Duration (start and end date)
1/1/18-12/31/18

Description	Cost
Salary/Wages and Benefits	
Director .05 FTE	\$4,513
Project Director .10 FTE	\$6190
Promotoras 1.0 FTE	\$46425
	\$
Subtotal	\$57128
Operating Expenses	
Parent Education Materials	\$1200
Office Supplies	\$600
Mileage-Local Travel	\$1225
Rent/Utilities	\$4080
Phone/Cell Phone	\$725
Administrative Expenses	
Admin Fee 15%	\$9783
	\$
	\$
	\$
	\$
Additional Expenses	
	\$
	\$
	\$
	\$
	\$
Project Budget Total	\$75000