

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
WarmLine Family Resource Center	10/24/17
3. Primary Contact (Name)	
Kelly Young	
4. Mailing Address	
2791 24 th Street, Sacramento, CA 95818	
5. E-mail Address	6. Phone Number
Kelly@warmlinefrc.org	916-455-9500
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>WarmLine(WLFRC) is a nonprofit 501(c)(3) corporation. WLFRC is an Early Start Family Resource Center (funded by DDS) and a Parent Training and Information Center (funded by US Dept of Education, Office of Special Education Programs). We have over 20 years experience providing peer support, training, information, referral and system navigation to families of children with disabilities. With access to accurate and timely information and training to make informed choices about services that reflect the individual, we believe that every individual has the opportunity to reach their fullest potential and participate in their community in a meaningful manner.</p>	

B. Project Information

1. Project title
Parent Navigator Program & Outreach
2. Describe how the target population is an underserved population.
<p>1. PARENT NAVIGATOR PROGRAM: The target populations for the Parent Navigators are clients ages 18 to 40 and their families. The target ethnicities are Hispanic, Hmong, African-American and Russian. The 2015-16 purchase of data for ACRC shows that this population of clients has low per capita annual expenditures. For non-English speaking clients the data shows an even greater disparity.</p> <p>Following is the data for ACRC 2015-16.</p>

FY 2017/18 DISPARITY FUNDING APPLICATION

The first amount is the annual expenditures, the second amount is the authorized services and the last is the percentage of authorized services utilized.

ACRC Annual Expenditures and Authorized Services age 22 and older

By Ethnicity

Asian:	\$13,663	\$16,838	81.1%
Black/African-American:	\$17,817	\$21,674	82.2%
Hispanic:	\$15,623	\$19,624	79.6%
White:	\$25,292	\$30,018	84.3%
Average:	\$21,757	\$26,143	83.2%

ACRC Annual Expenditures and Autorization By Language

Spanish:	\$12,809	\$17,376	73.7%
Hmong:	\$3,621	\$4,713	76.8%
Russian:	\$7,564	\$11,254	67.2%
English:	\$22,292	\$26,643	83.7%

2. OUTREACH: The target population for Outreach are clients ages birth to 18 and their families. The target ethnicities are Hispanic, Hmong, African American and Russian which are underrepresented populations receiving ACRC services.

Sacramento County Race/Ethnicity (source Kidsdata)

African American/Black:	10.2%
Asian American:	14.2%
Hispanic/Latino:	31.0%
White:	34.6%

Alta California Race/Ethnicity

African American/Black:	8.9%
Asian American:	6.7%
Hispanic/Latino:	21.8%
White:	40.1%

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

1. PARENT NAVIGATOR:

The goal of this project is to increase access and utilization of ACRC and other appropriate services by the target population.

FY 2017/18 DISPARITY FUNDING APPLICATION

The project will collaborate with Alta California Regional Center (ACRC) in providing navigation services to clients and their families of the targeted ethnic populations identified above. WLFRC and ACRC have had a long and collaborative alliance. Working together both agencies have provided the support, information and services for Early Start families and their children for over 20 years. The Parent Navigator Program seeks to leverage and expand the work WLFRC currently provides to Early Start families.

Warmline will provide personnel management services to the Parent Navigators, including training and program implementation. The Parent Navigators will share the ethnic/language background of the clients and families they serve and will have experience navigating and utilizing ACRC services. The Navigators will act as peers and mentors to parents of young adults who have exited the school system and need assistance in accessing available services from the regional center and other resource agencies. The end goal is to increase access and use of ACRC services. Parent Navigators will work with clients and their parents to identify barriers to access and utilization of services and share this information with the regional center.

Parent Navigators will participate in a rigorous training developed by WLFRC and ACRC. Topics will include:

- Parent to Parent: Education and Support
- Family Strengthening
- Lanterman: Eligibility, IPP, Services, POS
- Navigating regional center services
- Basic Needs: Food, transportation, utility, phone
- SSI, Medi-Cal
- Self-Care & healthy boundaries
- Person-Driven Planning

The Navigators will engage the clients and their families with the following objectives:

- a) Establish a relationship and gain trust to authentically engage clients and families to get the supports and services that they need based on their preferences and vision.
- b) To ensure that the client and family understand the services that are available and offered through ACRC and the impact of the services on their lives.
- c) For those who need more intensive support - to create an individualized person-driven plan (PDP) to assist in identifying services and supports that meet the vision, dreams, desires and interests of the client. When appropriate, the family will play an integral part in development of the PDP. The PDP will identify barriers and opportunities and provide strategies for implementing the vision. The Navigator will work closely with the

FY 2017/18 DISPARITY FUNDING APPLICATION

client, family and regional center service coordinator to identify the services and supports to turn the vision into reality.

d) Provide socialization activities and other venues for clients and families to make social connections with the Navigator and other ACRC clients and families.

ACRC will identify the Navigators as well as the recipient clients and families of the navigation services. ACRC will refer the families to WLFRC and collect data on the POS change.

2. OUTREACH: In order to increase awareness and access to early intervention and Lanterman services for children and youth from underrepresented populations, WLFRC will target outreach within these communities. WLFRC staff will provide information about ACRC programs and services to community-based organizations that serve families of the target populations. The goal of the outreach is to increase referrals to ACRC or WLFRC for families who have concerns about their child's development. An outreach plan will be developed to identify the agencies within each county and schedule presentations to staff who have contact with families from the targeted population. WLFRC is familiar with many of the agencies currently because of our long history of collaboration. Additionally, WLFRC will seek to identify cultural brokers within the target communities to change the perception of disabilities and increase awareness of services.

WLFRC staff will also provide outreach at community events that families from the target population attend to increase understanding of services available from the ACRC. Developmental milestone information from the CDC "Learn the Signs - Act Early" will be distributed. Free activities will be offered to attract children and parents to the outreach table, including finger painting and games.

WLFRC will use the Parent videos produced by the Center for Excellence in Developmental Disabilities (CEDD) at the UC Davis MIND Institute. The culturally inclusive parent videos (if funded under this grant) will further increase families' understanding and utilization of ACRC services.

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

The project was informed by the ACRC focus group discussions with bilingual and bi-cultural service coordinators which highlighted the fact that lack of trust among Hispanic, Hmong and African American families often results in the refusal of services. The Parent Navigators will build trust with families with their shared experience of navigating ACRC services and cultural background.

FY 2017/18 DISPARITY FUNDING APPLICATION

<p>The project will also seek the input of agencies such as the Southeast Asian Assistance Center and the Ventanilla de Salud for identification of potential parent navigators. The UCEDD Grupos de Apoyos will also be consulted. The Parent Navigator will represent the ethnicities that they will serve and will come with a deep understanding of their culture.</p>
<p>5. Describe how the project's effectiveness will be measured. What type of data will be collected (qualitative or quantitative)?* <i>Complete the Project Measures Worksheet (Attachment D) and include with your application.</i></p>
<p>PARENT NAVIGATOR PROGRAM</p> <ol style="list-style-type: none"> 1. Total number of clients served. The project will target a total of 100 -125 families through year 2. 2. Increase in POS. Alta California Regional Center will track client POS to document change. The project will allow for flexibility in prioritizing those with the most need and balancing them with those families who express minimal needs for assistance. 3. Pre- and post-survey of families and clients will track the change of knowledge about ACRC services and programs and their expectations in the beginning of the program. 4. Number of Person-Driven Plans completed <p>OUTREACH</p> <ol style="list-style-type: none"> 1. Number of presentations on ACRC services and eligibility to community-based organizations that serve families of the target population. 2. Number of outreach events in the community that target families in underserved communities to increase understanding of services available from the ACRC.
<p>6. Where will your project be implemented (counties, cities, neighborhoods, etc.)?</p>
<ol style="list-style-type: none"> 1. PARENT NAVIGATOR PROGRAM: Sacramento county 2. OUTREACH: Sacramento, Yolo, Placer county
<p>7. Project Type</p>
<p><input checked="" type="checkbox"/> Outreach (community events, child find, seminars, etc.)</p> <p><input 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>Parent Navigation Program: 100-125 recipient families through year 2 from the target populations</p> <p>Outreach: 30 community-based organizations and 20 community events</p>
<p>9. Timeline of project (start and end dates)</p>
<p>January 1, 2018 - June 30, 2019</p>

FY 2017/18 DISPARITY FUNDING APPLICATION

10. Amount requested <i>*Please complete the Budget Worksheet (Attachment D) and include with your submission.</i>	10a. Funding frequency (check one):
\$ 177,759	<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: Parent Navigator									
Objective: Increase access and utilization of ACRC and other appropriate services by the target population.									
Issue(s) being addressed: Targeted ethnicities have significant disparity in Purchase of Service authorization, utilization and expenditures. Identify barriers to access and utilization of services.									
		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
Planning with ACRC on implementation	Program Director (WLFRC) and Project Coordinator & Director (ACRC)	<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"/>
Identification of families to receive service	Project Coordinator (ACRC)	<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 4 Parent Navigators	Program Director (WLFRC) and Project Coordinator (ACRC)	<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"/>
Train 4 Parent Navigators	Program Director, Parent Navigators (WLFRC) and Project Coordinator (ACRC)	<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"/>
Start and ongoing navigator services to 100-125 clients and their families.	Parent Navigators	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Project Title: Parent Navigator									
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		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
Pre-survey and Tracking of participants POS;	Parent Navigator Project Coordinator (ACRC)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gather pre-test/post-test data, number of clients/families participating in navigation services, number of PDP developed	Program Director (WLFRC) and Project Coordinator and Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare and submit final report to DDS	Program Director (WLFRC) and Project Coordinator and Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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

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									
Objective: Increase the number of individuals who identify as African American, Hispanic, Asian and Russian referred to the ACRC intake services.									
Issue(s) being addressed: Targeted ethnicities and communities are underrepresented in ACRC caseloads. Cultural barriers prevent families from understanding and accessing ACRC services.									
		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
Develop Outreach Plan with targeted community based organizations and events	Program Director and Parent Navigator	<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 or identify materials for outreach	Program Director and Parent Navigator	<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"/>
Begin and continue outreach	Parent Navigator	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Collect data on outreach efforts	Parent Navigator	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare and submit quarterly reports to DDS	Program Director and Parent Navigator	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare and submit final report to DDS	Program Director and Parent Navigator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Project Title: Outreach									
Objective: Increase the number of individuals who identify as African American, Hispanic, Asian and Russian referred to the ACRC intake services.									
Issue(s) being addressed: Targeted ethnicities and communities are underrepresented in ACRC caseloads. Cultural barriers prevent families from understanding and accessing ACRC services.									
		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
		<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: Parent Navigator Program	
Objective: Increase access and utilization of ACRC and other appropriate services by the target population.	
Issue(s) being addressed: Targeted ethnicities have significant disparity in Purchase of Service authorization, utilization and expenditures. Identify barriers to access and utilization of services.	
Activities	<ul style="list-style-type: none"> 1) Provide navigation services to ACRC clients and their families, including; <ul style="list-style-type: none"> a) information about services available from ACRC and the impact of services on the client and family b) Development of a person-directed plan (PDP) c) Identification and utilization of ACRC services that align with PDP and linkage to generic resources.
Measures of Outcomes	<ul style="list-style-type: none"> 1a) Pre- and post-survey will be designed to measure the increase in understanding of ACRC services 1b) Number of completed Person-Centered Plan 1c) Increase in utilization of POS by targeted population as reported by ACRC

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	
Objective: Increase the number of individuals who identify as African American, Spanish, Asian and Russian referred to the regional center intake services	
Issue(s) being addressed: Underrepresentation of targeted populations receiving ACRC services. Barriers to access of services, including culture and language.	
Activities	<ol style="list-style-type: none"> 1. Provide information about ACRC services and eligibility to community-based organizations that serve families of the target population. 2. Provide outreach at community events that families from the target population attend to increase understanding of services available from the ACRC.
Measures of Outcomes	<ol style="list-style-type: none"> 1. Dates of contact with community representative and name of representatives' organization 2. Date, place and number of participants at community event.

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
Parent Navigator and Outreach
Project Duration (start and end date)
1/1/2018 - 6/30/2019

Description	Cost
Salary/Wages and Benefits	
4 Parent Navigators \$17/hr X 20 hours week X 18 mos	\$106080
Program Director \$80,000 X 15% X 18 mos.	\$12000
Taxes and Benefits 20% of payroll	\$23616
	\$
Total Wages and Benefits	\$141696
Operating Expenses	
Mileage 120 families X 100 Miles X \$.50 50 outreach/events X 50 X \$.50	\$7250
Phone @ \$100 X 18 mos	\$1800
Printing	\$1200
Meeting/activity/outreach expenses	\$5400
Total Operating Expense	\$10790
Administrative Expenses	
15% Indirect	\$22873
	\$
	\$
	\$
	\$
Additional Expenses	
2 Laptops @ \$700 each	\$1400
4 Cell Phones @ \$250 each	\$1000
	\$
	\$
Total Additional Expense	\$2400
Project Budget Total	\$177759