

**FY 2019/20 DISPARITY FUNDS PROGRAM  
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**Section III. Proposal Summary (New and Reapplications)**

|   |  |
|---|--|
| <b>a. Project title</b>   | Nuestra Comunidad - Bridging The Disparity Gap in the Latinx Community |
| <b>b. Total amount requested</b>  | \$ 349,418.00  |
| <b>c. Projected number of individuals impacted</b>  | 2300   |
| <b>d. Duration of project (months)</b>  | 12 months    Start date: 03/01/2020    End date: 02/28/2021            |
| <b>e. RC(s) in the project catchment area(s)</b>  | Far Northern Regional  |
| <b>f. List the city(ies) your project proposes to serve:</b>  |  |
| <b>g. List the county(ies) your project proposes to serve:</b>  | Butte, Shasta, Modoc, Trinity, Glenn, Lassen, Plumas, Tehama, Siskiyou |
| <b>h. If your project proposes to serve the City of Los Angeles, list the zip code(s) and/or community your project will serve*</b> |  |
| <b>i. Will you be working with one or more CBO(s)?</b>  | <input type="checkbox"/> Yes*** <input checked="" type="checkbox"/> No |
| <b>j. Will the project require aggregate data from the RC(s)?</b>   | <input checked="" type="checkbox"/> Yes*** <input type="checkbox"/> No |

\*Zip code information for Los Angeles County can be found at:

<https://www.dds.ca.gov/RC/regionMap.cfm?view=laCounty>

\*\*\*If yes, please provide letter(s) indicating that the CBO(s) and/or RC(s) have reviewed the proposal and are in support of collaboration and data sharing.

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| <b>k. Project Type Selection(s)</b>   |  |  |
|---|--|--|
| <b>Select your <u>one primary</u> project type.</b>   | <b>Select your <u>one secondary</u> project type (if applicable).</b>  | <b>Select your <u>one tertiary</u> project type (if applicable).</b>   |
| <input type="checkbox"/> <b>Translation</b> (equipment, translator services, translating brochures or materials, etc.)<br><input checked="" type="checkbox"/> <b>Outreach</b> (community events, website or social media design, materials, etc.)<br><input type="checkbox"/> <b>Workforce capacity</b> (staff training, incentives for bilingual employees, etc.)<br><input type="checkbox"/> <b>Parent education</b> (online or in person trainings, workshops, etc.)<br><input type="checkbox"/> <b>Promotora</b><br>(Peers educating community members about access RC services)<br><input type="checkbox"/> <b>Family/ consumer support services</b><br>(1:1 coaching, enhanced case management, service navigation, etc.) | <input checked="" type="checkbox"/> <b>Translation</b><br><input type="checkbox"/> <b>Outreach</b><br><input type="checkbox"/> <b>Workforce capacity</b><br><input type="checkbox"/> <b>Parent education</b><br><input type="checkbox"/> <b>Promotora</b><br><input type="checkbox"/> <b>Family/ consumer support services</b> | <input type="checkbox"/> <b>Translation</b><br><input type="checkbox"/> <b>Outreach</b><br><input checked="" type="checkbox"/> <b>Workforce capacity</b><br><input type="checkbox"/> <b>Parent education</b><br><input type="checkbox"/> <b>Promotora</b><br><input type="checkbox"/> <b>Family/ consumer support services</b> |
| <b>l. Target Population (Race/Ethnicity)</b>  |  |  |
| <b>Select all groups the project will serve</b>   | <b>Proposed Number of Individuals Impacted by the Primary Project Type</b>   |  |
| <input type="checkbox"/> African American   |  |  |
| <input type="checkbox"/> Cambodian  |  |  |
| <input type="checkbox"/> Chinese  |  |  |
| <input type="checkbox"/> Filipino   |  |  |
| <input checked="" type="checkbox"/> Hispanic  | 2300   |  |
| <input type="checkbox"/> Hmong  |  |  |
| <input type="checkbox"/> Indian   |  |  |
| <input type="checkbox"/> Japanese   |  |  |
| <input type="checkbox"/> Korean   |  |  |
| <input type="checkbox"/> Mien   |  |  |
| <input type="checkbox"/> Native American  |  |  |
| <input type="checkbox"/> Pacific Islander (list):   |  |  |
| <input type="checkbox"/> Vietnamese   |  |  |
| <input type="checkbox"/> Other (list):  |  |  |
| <b>m. Target Population: Language (select all groups the project will serve)</b>  |  |  |
| <input type="checkbox"/> Cantonese  | <input type="checkbox"/> Japanese  | <input type="checkbox"/> Mien  |
| <input type="checkbox"/> Hmong  | <input type="checkbox"/> Korean  | <input type="checkbox"/> Russian   |
| <input type="checkbox"/> Indian   | <input type="checkbox"/> Mandarin  | <input checked="" type="checkbox"/> Spanish  |
|   |  | <input type="checkbox"/> Tagalog   |
|   |  | <input type="checkbox"/> Vietnamese  |
|   |  | <input type="checkbox"/> Other (list):   |
| <b>n. Target Population: Age Group (select all groups the project will serve)</b>   |  |  |
| <input checked="" type="checkbox"/> Birth up to Three (Early Start)   | <input checked="" type="checkbox"/> 16 to 21   |  |
| <input checked="" type="checkbox"/> Three to Five   | <input checked="" type="checkbox"/> 22 and older   |  |
| <input checked="" type="checkbox"/> Three to 21   | <input type="checkbox"/> Other (list):   |  |

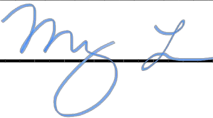
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Section IV. Proposal Certification

Proposer's (applicant) Certification: I certify that the information attached is true and correct.

Authorized by (print name): Meuy Lee

Organization: Level Up NorCal

Signature:  Date: 2/29/20

Collaborative Proposals Only\*\*

Sub-grantee (subcontractor) Certification: I certify that the information attached is true and correct.

Subcontractor 1:  
Authorized by (print name): \_\_\_\_\_

Organization: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Subcontractor 2:  
Authorized by (print name): \_\_\_\_\_

Organization: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Subcontractor 3:  
Authorized by (print name): \_\_\_\_\_

Organization: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Subcontractor 4:  
Authorized by (print name): \_\_\_\_\_

Organization: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*As applicable. If more subcontractors are needed, complete additional copies of this section.

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PROJECT INFORMATION**

|  |
|--|
| <b>Project title</b>   |
| Nuestra Comunidad - Bridging the Disparity Gap in the Latinx Community   |
| <b>1. What experience does the organization/group have working with the target population?</b>   |
| Our staff have over 20 years of experience working with the Latinx community providing outreach, education, advocacy, training, and translation services. Level Up participates in community events, host tables/booths at outreach functions, provides information to the general public and regional center consumers on local resources and programs, including translation as needed. As a vendor to the Far Northern Regional Center (FNRC), Level Up services FNRC's Promotores Program for the Latinx community. Our bilingual, bicultural staff assist FNRC Latinx clients with direct and indirect services, including reviewing services and programs, assessing their needs, assisting them with acquiring services and translation of English to Spanish and back.   |
| <b>2 Explain how the target population(s) are underserved using RC POS data or other data as supporting evidence of the disparity.</b>   |
| <p>Of the 8,733 regional center clients within FNRC's service area, 1,069 or over 12% identified as Latinx--about 1/8 of FNRC's clients. Latinx comprises the largest minority population within FNRC's service area. FNRC's POS data on Per Capita Authorized Expenses between adult Latinx clients (\$13,800) and adult Caucasian clients (\$21,298) shows Latinx clients receiving 35% less in authorized services than their Caucasian counterparts. The disparity gap is even larger in Per Capita Expenditures with a 47% difference in services provided to adult Latinx (\$8,523) clients compared to the regional center's adult Caucasian clients (\$16,069). The POS data shows a large disparity gap when comparing Latinx with Caucasian clients, but even when authorized for an average of \$13,800 in services, Latinx clients only received \$8,523 in actual services--leaving 38% on average that is authorized but never provided as services to Latinx families compared to 25% for Caucasians clients.</p> <p>In the 2017-18, FNRC expenditures per child (ages 3-21), Latinx families averaged \$3,751 while Caucasian children received an average of \$4,627 per year--a 19% difference. The average for the regional center as a whole during this period was \$4,534--a 17% difference. At the state level, POS expenditures gap for ages 3 - 21 for Latinx as compared to Caucasians is higher than any other ethnicity at a 15% difference (see DDS March 2019 Disparity Measures). In the same report, the state disparity measures also showed that Latinx, as non-primary English speakers, were 13-15% less likely to access services than English-speaking consumers.</p> <p>The disparity in programs and services for both Latinx adult clients and children are apparent in FNRC's POS data with large differences in authorized and actual expenditures of the Latinx clients compared to its Caucasian counterparts. While the FNRC makes efforts to bridge this gap, the POS data evidences a wide disparity in the services provided to Latinx clients overall.</p> <p>The disparity in POS in the FNRC catchment area follows the overall disparity gap between Caucasian clients and all remaining ethnicities in the state's disparity measures with a 46% disparity gap (47% in FNRC's catchment area).</p> |

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**3. How will your project improve the lives of individuals who have developmental disabilities and/or their families?**

Level Up NorCal will provide culturally and linguistically competent staff to work with the Latinx community, provide outreach services through community events, culturally appropriate activities, information on local resources/referrals, and education/advocacy on Regional Center programs and services. FNRC's 2019 Disparity Report expressed that Latinx families felt they lacked information about the regional center, services that were provided and that when they did receive information, there was so much it was overwhelming. Our outreach will address these concerns by giving them information in plain language and in Spanish to prevent confusion and not overwhelm them. Additionally, the report also explained that another barrier to obtaining and using services was vendors lacked Spanish speaking staff. Our outreach includes information sharing in Spanish to include the services provided by vendors to help Latinx families understand what programs vendors provide and how those services can meet their needs.

This will improve the lives of individuals who have developmental disabilities and their families by creating a system of support for them where cultural and language barriers do not interfere with and negatively impact their ability to receive, understand or utilize services. The types of programs and services can be confusing, particularly with how they interact with and integrate with each other, and our focus will be to help them navigate through the programs and services, and how they integrate and supplement each other as well as connecting them with FNRC vendors to utilize their authorized services. The outreach will educate clients and their families on RC programs and services that could help them lead more independent and inclusive lives in their communities.

Short-term impacts will include provision of plain language collateral that will help Latinx clients feel that the regional center has heard them and responded with handouts they can understand in Spanish. Long-term impacts include developing a better relationship between the regional center and Latinx clients that they have been heard and building trust in the agency to follow through to meet the needs they have specified.

**4. How will this project assist to implement the RC recommendations and plan to promote equity and reduce disparities?**

Far Northern Regional Center does not currently provide outreach services to the Latinx community and has focused most of their resources on their Family and Community Resource group--outreach is not a component of this program. Through Nuestra Comunidad, Level Up will bridge that gap and assist the Regional Center in providing information, education, and advocacy to the Latinx community regarding Regional Center services by connecting them with partner agencies and local resources. FNRC recommendations include that clients of color feel more comfortable working with someone with the same or similar background and their diversity initiative should include diversity in their vendors. Our outreach to the Latinx community will be provided by culturally and linguistically appropriate staff, including participating in community events, hosting booths at Latinx cultural events, and hosting monthly information sessions to share information on Regional Center programs/services and making referrals to vendor agencies to utilize their authorized services to increase POS utilization.

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**5. How is the proposed project unique or different from a current disparity grant funded effort (e.g., strategies, activities, goals) in the proposed catchment area? If the project is similar to a current disparity grant funded effort, how will the proposed project expand on the current effort?**

Far Northern Regional Center currently offers a Promotores Program with a Family Support Group program through their Family and Community Support Group grant to the Latinx community. This is only for current Regional Center clients. There are currently no disparity funded efforts for outreach to the Latinx community in the FNRC catchment area.

The Regional Center does not perform any outreach to the Latinx community to reach individuals and family members of individuals with developmental disabilities that are not aware of the programs and services of FNRC. The language and cultural barriers along with a distrust of government associated with the Latinx community creates program and service barriers and limit access to those services. Level Up will provide outreach services by hosting events targeted to the Latinx community, work with the Regional Center to inform, assist, and refer clients to the Regional Center while educating them on Regional Center programs and services.

Level Up will host a monthly information help table where bicultural and bilingual staff members will be available for Latinx families and community members to walk in without an appointment and receive information or ask questions about regional center programs and services. Regional Center clients, their families and the general Latinx community will be invited to stop by during four hour blocks of time to learn more about regional center programs and services, and how those might integrate and supplement their existing services. Our experience with regional center promotora clients have shown that Latinx clients have a preference for flexibility in when they go to appointments and will often arrive 1-2 hours earlier or later than the set appointment or just dropping in when they are nearby. Having a block of time will help address that need for flexibility. The location will rotate monthly to accommodate the large catchment area for FNRC.

We will also host booths at Latinx cultural events to reach more of the general Latinx community. Many Latinx community members are not aware of the Regional Center and its services and this will increase awareness in the target group while also disseminate information about the programs. Bicultural and bilingual staff will be able to share information about FNRC and its services both verbally in Spanish and in handouts and collateral developed and translated to Spanish.

Level Up will also hold focus groups with the Regional Center's Latinx clients, their family members and community members to learn more about what the RC is doing well, what could be improved on and what needs are not being met. As a neutral agency, we can give Latinx families a candid voice in how the regional center can improve to increase access and overcome barriers. Small working groups held in Spanish will increase their comfort level with sharing information and providing feedback.

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Additional outreach will include coordination and hosting of cultural resource fairs targeting Latinx clients and community members. The regional center and local service agencies will be invited to host booths where they can directly access and share information on their services and programs with Latinx attendees. Traditional cultural performances and foods will be included to increase attendance. This will be a unique opportunity for the regional center and local agencies to connect directly with a community that is often difficult to reach. The fair is intended to also reach Latinx families not already clients of the regional center that would not otherwise learn of the regional center and its services.

While FNRC has handouts in Spanish already, the feedback from the Latinx stakeholders in the Regional Center's 2019 Disparity Report stated that they still felt like they lack information about the regional center and the services provided, and that if they were given information, it was too much and overwhelming. In March 2019, the state also released a report on the background and process for developing disparity measures (the "State Report")--identifying cultural and linguistic barriers in the RC system as impediments for service delivery. The state report shared that barriers to utilization of services included lack of clarity on services available, lack of materials available in other languages, lack of translators, assumptions being made that did not reflect cultural values, etc. To address this, our bicultural and bilingual staff will help develop and translate information on regional center programs and services into clear, plain language and into Spanish. As our staff disseminates information, they can do so in a culturally appropriate manner with understanding of the cultural concerns of Latinx families.

The FNRC 2019 Disparity Report also included that an obstacle to obtaining and using services for Latinx clients was the lack of diversity in vendors. This is reinforced by the State Report that service providers are making assumptions that do not reflect the families' cultural values and how cultural norms vary. To improve this, Level Up will develop and offer cultural competency training for staff of the regional center and partner vendors to increase cultural understanding when providing services to the Latinx community. Service providers with a better cultural understanding of Latinx clients and their values will be able to provide more culturally appropriate services and why diversity in their staffing will increase the comfort level for their diverse clients.

### **6. How did your organization collect input from the community and/or target population to design the project?**

Level Up NorCal currently works with the Latinx community to provide services through the Promotores Program for the Regional Center. Our bicultural/bilingual staff also work closely with the Latinx community to address barriers to service, inform, and educate them on Regional Center programs and services. Through the Promotores Program, and reinforced by feedback from Latinx attendees at various Latinx cultural events, we have found that the community/target population feels overwhelmed and confused by the amount of information received through the Regional Center, and oftentimes, the language and cultural barriers create a lack of understanding.

The consistent input received from current Regional Center clients and the Latinx community at large is that they would like someone who is bicultural/bilingual that they can speak to freely

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without a feeling of judgment that often comes from a lack of understanding. They are more comfortable working with an outside agency understanding the information is confidential, sharing their fears and concerns without having to worry that this will affect programs or services available to them through the Regional Center, but may in fact help them better navigate the programs.

**7. Describe how your organization will leverage and build upon strategies, collaborations, and lessons learned to continue to address the identified disparities after completion of the project.**

After completion of the project, Level Up NorCal will document the strategies and lessons learned to ensure a comprehensive list of best practices is compiled so that support and outreach to the Latinx community continues. These best practices will also be shared with the Regional Center so that the Latinx community continues to receive the outreach needed to help close the disparity gap. It is Level Up's intention to continue to provide as much outreach as possible after the project ends, and partnering with local agencies to share from our experiences and help them become more culturally diverse and understanding so that the Latinx community continues to be serviced.



**DISPARITY FUNDING PROPOSAL – SCHEDULE OF ACTIVITIES AND MEASURES**

Completed worksheets shall be submitted with the funding proposal. List all activities, the responsible party, and which quarter each activity will occur; include how the activity will be measured, the quarter data for each measure will be reported; and any additional information. More than one copy of each worksheet may be submitted if additional space is required or you may add rows to this table. *Please see Attachment C-1 for a sample.*

**Year 1 Goal:** Increasing POS utilization for FNRC Latinx clients and increasing overall Latinx client base for the regional center.

| PROJECT ACTIVITIES                     |  |   | PROJECT MEASURES  |   |   |  |
|--|--|---|---|---|---|--|
| Activity                               | Quarter Activity Will Occur (check all that apply)   | Responsible Party and additional information  | Type of Measure   | What Will Be Measured?  | What is the Target for This Measure?  | Quarter Data Will Be Reported (check all that apply)   |
| Monthly Information Help Table         | <input checked="" type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input checked="" type="checkbox"/> 10/01/20 – 12/31/2020<br><input checked="" type="checkbox"/> 01/01/21 – 3/31/21 | Level Up Norcal will host walk-in information help tables for Latinx clients and community members to provide information on Regional Center programs and services. | <input checked="" type="checkbox"/> Count<br><input checked="" type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable | Number of attendees at each monthly event and referrals made to the regional center.        | An increased Latinx client base for the regional center and/or increased POS utilization. | <input checked="" type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input checked="" type="checkbox"/> 10/01/20 – 12/31/2020<br><input checked="" type="checkbox"/> 01/01/21 – 3/31/21 |
| Booths at Cultural Events for Outreach | <input checked="" type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input checked="" type="checkbox"/> 10/01/20 – 12/31/2020<br><input type="checkbox"/> 01/01/21 – 3/31/21            | Level Up NorCal will host booths at 3 Latinx cultural events.   | <input checked="" type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed   | Number of attendees visiting booth at each event and referrals made to the regional center. | Outreach to 300 Latinx community members.   | <input checked="" type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input checked="" type="checkbox"/> 10/01/20 – 12/31/2020<br><input type="checkbox"/> 01/01/21 – 3/31/21            |

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| PROJECT ACTIVITIES                               |  |  | PROJECT MEASURES  |  |   |  |
|--|--|--|---|--|---|--|
| Activity   | Quarter Activity Will Occur (check all that apply)   | Responsible Party and additional information   | Type of Measure   | What Will Be Measured?   | What is the Target for This Measure?  | Quarter Data Will Be Reported (check all that apply)   |
|  |  |  | <input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable   |  |   |  |
| Focus Groups                                     | <input type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input type="checkbox"/> 10/01/20 – 12/31/2020<br><input checked="" type="checkbox"/> 01/01/21 – 3/31/21 | Level Up NorCal will hold 2 focus groups for Latinx clients and community members.               | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input checked="" type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable            | Summary of focus group discussions.                                  | Feedback for regional center on their programs and services, areas for improvement and needs of Latinx clients. | <input type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input type="checkbox"/> 10/01/20 – 12/31/2020<br><input checked="" type="checkbox"/> 01/01/21 – 3/31/21 |
| Workforce Capacity: Cultural Competency Training | <input type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input type="checkbox"/> 10/01/20 – 12/31/2020<br><input checked="" type="checkbox"/> 01/01/21 – 3/31/21 | Level Up will hold 2 cultural competency trainings for staff of the regional center and vendors. | <input checked="" type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input checked="" type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable | A pre/post assessment of attendees at cultural competency trainings. | Increase in cultural competency knowledge of program and vendor staff to work with Latinx clients.              | <input type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input type="checkbox"/> 10/01/20 – 12/31/2020<br><input checked="" type="checkbox"/> 01/01/21 – 3/31/21 |

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**Year 2 Goal (if different from Year 1 Goal):**

| PROJECT ACTIVITIES |  |  | PROJECT MEASURES  |                        |                                      |  |
|--------------------|--|--|---|------------------------|--------------------------------------|--|
| Activity           | Quarter Activity Will Occur (check all that apply)   | Responsible Party and additional information | Type of Measure   | What Will Be Measured? | What is the Target for This Measure? | Quarter Data Will Be Reported (check all that apply)   |
|                    | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable |                        |                                      | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |
|                    | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable |                        |                                      | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |
|                    | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021  |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback  |                        |                                      | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021  |

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| PROJECT ACTIVITIES |  |  | PROJECT MEASURES  |                        |                                      |  |
|--------------------|--|--|---|------------------------|--------------------------------------|--|
| Activity           | Quarter Activity Will Occur (check all that apply)   | Responsible Party and additional information | Type of Measure   | What Will Be Measured? | What is the Target for This Measure? | Quarter Data Will Be Reported (check all that apply)   |
|                    | <input type="checkbox"/> 01/01/22 – 3/31/22  |  | <input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable   |                        |                                      | <input type="checkbox"/> 01/01/22 – 3/31/22  |
|                    | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable |                        |                                      | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |

**DISPARITY FUNDING PROPOSAL – SCHEDULE OF ACTIVITIES AND MEASURES**

Completed worksheets shall be submitted with the funding proposal. List all activities, the responsible party, and which quarter each activity will occur; include how the activity will be measured, the quarter data for each measure will be reported; and any additional information. More than one copy of each worksheet may be submitted if additional space is required or you may add rows to this table. *Please see Attachment C-1 for a sample.*

**Year 1 Goal:** Attachment C continued - Increasing POS utilization for FNRC Latinx clients and increasing overall Latinx client base for the regional center.

| PROJECT ACTIVITIES     |  |   | PROJECT MEASURES   |  |   |  |
|------------------------|--|---|--|--|---|--|
| Activity               | Quarter Activity Will Occur (check all that apply)   | Responsible Party and additional information  | Type of Measure  | What Will Be Measured?   | What is the Target for This Measure?                              | Quarter Data Will Be Reported (check all that apply)   |
| Cultural Resource Fair | <input checked="" type="checkbox"/> 3/01/20 – 6/30/2020<br><input type="checkbox"/> 07/01/20-9/30/2020<br><input checked="" type="checkbox"/> 10/01/20 – 12/31/2020<br><input type="checkbox"/> 01/01/21 – 3/31/21                       | Level Up NorCal will coordinate and host a cultural resource fair for the Latinx community to connect directly with the regional center and local agencies. | <input checked="" type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable | - Number count of attendees and agency participation at each resource fair.<br>- Number of attendees visiting each agency booth. | 400 attendees and 15 local agencies                               | <input checked="" type="checkbox"/> 3/01/20 – 6/30/2020<br><input type="checkbox"/> 07/01/20-9/30/2020<br><input checked="" type="checkbox"/> 10/01/20 – 12/31/2020<br><input type="checkbox"/> 01/01/21 – 3/31/21                       |
| Translation            | <input checked="" type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input checked="" type="checkbox"/> 10/01/20 – 12/31/2020<br><input checked="" type="checkbox"/> 01/01/21 – 3/31/21 | Level Up NorCal will develop plain language handouts and collateral for regional  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input checked="" type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____  | Copies of translated collateral.   | Development of plain language handouts and collateral in Spanish. | <input checked="" type="checkbox"/> 3/01/20 – 6/30/2020<br><input checked="" type="checkbox"/> 07/01/20-9/30/2020<br><input checked="" type="checkbox"/> 10/01/20 – 12/31/2020<br><input checked="" type="checkbox"/> 01/01/21 – 3/31/21 |

**DISPARITY FUNDING PROPOSAL – SCHEDULE OF ACTIVITIES AND MEASURES**

Completed worksheets shall be submitted with the funding proposal. List all activities, the responsible party, and which quarter each activity will occur; include how the activity will be measured, the quarter data for each measure will be reported; and any additional information. More than one copy of each worksheet may be submitted if additional space is required or you may add rows to this table. *Please see Attachment C-1 for a sample.*

| PROJECT ACTIVITIES |  |  | PROJECT MEASURES  |                        |                                      |  |
|--------------------|--|--|---|------------------------|--------------------------------------|--|
| Activity           | Quarter Activity Will Occur (check all that apply)   | Responsible Party and additional information           | Type of Measure   | What Will Be Measured? | What is the Target for This Measure? | Quarter Data Will Be Reported (check all that apply)   |
|                    |  | center programs and services and translate to Spanish. | <input type="checkbox"/> Not applicable   |                        |                                      |  |
|                    | <input type="checkbox"/> 3/01/20 – 6/30/2020<br><input type="checkbox"/> 07/01/20-9/30/2020<br><input type="checkbox"/> 10/01/20 – 12/31/2020<br><input type="checkbox"/> 01/01/21 – 3/31/21 |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable |                        |                                      | <input type="checkbox"/> 3/01/20 – 6/30/2020<br><input type="checkbox"/> 07/01/20-9/30/2020<br><input type="checkbox"/> 10/01/20 – 12/31/2020<br><input type="checkbox"/> 01/01/21 – 3/31/21 |
|                    | <input type="checkbox"/> 3/01/20 – 6/30/2020<br><input type="checkbox"/> 07/01/20-9/30/2020<br><input type="checkbox"/> 10/01/20 – 12/31/2020<br><input type="checkbox"/> 01/01/21 – 3/31/21 |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable |                        |                                      | <input type="checkbox"/> 3/01/20 – 6/30/2020<br><input type="checkbox"/> 07/01/20-9/30/2020<br><input type="checkbox"/> 10/01/20 – 12/31/2020<br><input type="checkbox"/> 01/01/21 – 3/31/21 |

**DISPARITY FUNDING PROPOSAL – SCHEDULE OF ACTIVITIES AND MEASURES**

Completed worksheets shall be submitted with the funding proposal. List all activities, the responsible party, and which quarter each activity will occur; include how the activity will be measured, the quarter data for each measure will be reported; and any additional information. More than one copy of each worksheet may be submitted if additional space is required or you may add rows to this table. *Please see Attachment C-1 for a sample.*

**DISPARITY FUNDING PROPOSAL – SCHEDULE OF ACTIVITIES AND MEASURES**

Completed worksheets shall be submitted with the funding proposal. List all activities, the responsible party, and which quarter each activity will occur; include how the activity will be measured, the quarter data for each measure will be reported; and any additional information. More than one copy of each worksheet may be submitted if additional space is required or you may add rows to this table. *Please see Attachment C-1 for a sample.*

**Year 2 Goal (if different from Year 1 Goal):**

| PROJECT ACTIVITIES |  |  | PROJECT MEASURES  |                        |                                      |  |
|--------------------|--|--|---|------------------------|--------------------------------------|--|
| Activity           | Quarter Activity Will Occur (check all that apply)   | Responsible Party and additional information | Type of Measure   | What Will Be Measured? | What is the Target for This Measure? | Quarter Data Will Be Reported (check all that apply)   |
|                    | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable |                        |                                      | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |
|                    | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable |                        |                                      | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |
|                    | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021  |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback  |                        |                                      | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021  |



**DISPARITY FUNDING PROPOSAL – SCHEDULE OF ACTIVITIES AND MEASURES**

Completed worksheets shall be submitted with the funding proposal. List all activities, the responsible party, and which quarter each activity will occur; include how the activity will be measured, the quarter data for each measure will be reported; and any additional information. More than one copy of each worksheet may be submitted if additional space is required or you may add rows to this table. *Please see Attachment C-1 for a sample.*

| PROJECT ACTIVITIES |  |  | PROJECT MEASURES  |                        |                                      |  |
|--------------------|--|--|---|------------------------|--------------------------------------|--|
| Activity           | Quarter Activity Will Occur (check all that apply)   | Responsible Party and additional information | Type of Measure   | What Will Be Measured? | What is the Target for This Measure? | Quarter Data Will Be Reported (check all that apply)   |
|                    | <input type="checkbox"/> 01/01/22 – 3/31/22  |  | <input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable   |                        |                                      | <input type="checkbox"/> 01/01/22 – 3/31/22  |
|                    | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |  | <input type="checkbox"/> Count<br><input type="checkbox"/> POS<br><input type="checkbox"/> Pre/post survey/assessment<br><input type="checkbox"/> Stakeholder feedback<br><input type="checkbox"/> Materials developed<br><input type="checkbox"/> Other: PLEASE DESCRIBE: _____<br><input type="checkbox"/> Not applicable |                        |                                      | <input type="checkbox"/> 04/01/21 – 06/30/21<br><input type="checkbox"/> 07/01/21- 9/30/2021<br><input type="checkbox"/> 10/01/21– 12/31/2021<br><input type="checkbox"/> 01/01/22 – 3/31/22 |

**PROJECT BUDGET NARRATIVE WORKSHEET**

The items and descriptions in this worksheet must correspond to the items listed in the Budget Worksheet (Attachment D-1).

|   |
|---|
| <b>Organization Name</b>  |
| Level Up NorCal   |
| <b>Project Title</b>  |
| Nuestro Comunidad - Bridging the Disparity Gap in the Latinx Community                |
| <b>Project Duration (start and end date)</b>  |
| <b>Start Date:</b> 03/01/2020 <b>End Date:</b> 02/28/2021 <b>Number of Months:</b> 12 |

**Salary/Wages and Benefits**

| Line Number | Line Item                                     | Description of Position Duties and FTE Allocation for Title/Position AND Description of Benefits   |
|-------------|---|--|
| 1           | Title/Position: Bilingual Program Manager     | 1 FTE - Overall management of the Latinx program; liaise with FNRC; recruiting and hiring of bicultural and bilingual program staff, develop handouts and collateral; prepare and analyze measurement tools; evaluate effectiveness outreach efforts and revise as needed; prepare and submit reports; ensure project goals and objectives are accomplished; translation of English to Spanish and back at events and on handouts  |
|             | Benefits: 100%                                | Healthcare including medical, dental and vision; payroll taxes; workers' comp; pension plan; paid vacation, holidays, and sick time  |
| 2           | Title/Position: Bilingual Program Specialist  | 1 FTE - Develop, coordinate and organize cultural competency trainings; identify and organize speakers, collateral, facility and resources; staff trainings and monthly information help table; translation of English to Spanish and back at various events and on handouts; coordinate and staff booths at cultural events; information dissemination on regional center programs and services   |
|             | Benefits: 100%                                | Healthcare including medical, dental and vision; payroll taxes; workers' comp; pension plan; paid vacation, holidays, and sick time  |
| 3           | Title/Position: Bilingual Program Specialist  | 1 FTE - Develop, coordinate and organize cultural resource fairs including facility rental and food and beverage; develop network of local agencies and information resources and book agency booths; identify and book traditional performers; staff monthly information help table; translation of English to Spanish and back at various events and on handouts; coordinate and staff booths at cultural events; information dissemination on regional center programs and services |
|             | Benefits: 100%                                | Healthcare including medical, dental and vision; payroll taxes; workers' comp; pension plan; paid vacation, holidays, and sick time  |
| 4           | Title/Position: Bilingual Project Coordinator | 1 FTE - Coordinate and organize monthly information help table and focus groups including staffing, facility rental and arranging for food and beverages; coordinate support for cultural booths including all handouts and collateral; staff outreach events as needed; translation of English to Spanish   |

**Disparity Funds Program  
SERVICE BUDGET (ATTACHMENT D-1)**

**Applicant Name and Address**

Level Up NorCal  
1805 Hilltop Drive, Suite 103  
Redding, CA 96002

|  |   |  | Year 1 Annual Budget |  |                                | Year 2 Annual Budget |  |                                |
|--|---|--|----------------------|--|--------------------------------|----------------------|--|--------------------------------|
| Line No.                                     | PERSONNEL-Salary and Benefits   |  | Annual Salary        | Annual FTE to Disparity Grant (Percentage) | Annual Cost to Disparity Grant | Annual Salary        | Annual FTE to Disparity Grant (Percentage) | Annual Cost to Disparity Grant |
| 1  | Name: Abraham Oteo<br>Title/Position: Program Manager<br><input type="checkbox"/> Existing Position<br><input checked="" type="checkbox"/> New Position |  | \$60,000.00          | 100%                                       | \$60,000.00                    |                      |  |                                |
| 2  | Benefits: 30%   |  | \$18,000.00          | 100%                                       | \$18,000.00                    |                      |  |                                |
| 3  | Name: Rosa Mena<br>Title/Position: Program Specialist<br><input type="checkbox"/> Existing Position<br><input checked="" type="checkbox"/> New Position |  | \$45,000.00          | 100%                                       | \$45,000.00                    |                      |  |                                |
| 4  | Benefits: 34%   |  | \$15,300.00          | 100%                                       | \$15,300.00                    |                      |  |                                |
| 5  | Name: TBD<br>Title/Position: Program Specialist<br><input type="checkbox"/> Existing Position<br><input checked="" type="checkbox"/> New Position       |  | \$45,000.00          | 100%                                       | \$45,000.00                    |                      |  |                                |
| 6  | Benefits: 34%   |  | \$15,300.00          | 100%                                       | \$15,300.00                    |                      |  |                                |
| 7  | Name: TBD<br>Title/Position: Project Coordinator<br><input type="checkbox"/> Existing Position<br><input checked="" type="checkbox"/> New Position      |  | \$35,000.00          | 100%                                       | \$35,000.00                    |                      |  |                                |
| 8  | Benefits: 39%   |  | \$13,650.00          | 100%                                       | \$13,650.00                    |                      |  |                                |
| 9  | Name:<br>Title/Position:<br><input type="checkbox"/> Existing Position<br><input checked="" type="checkbox"/> New Position                              |  |                      |  |                                |                      |  |                                |
| 10   | Benefits:   |  |                      |  |                                |                      |  |                                |
| 11   | Name:<br>Title/Position:<br><input type="checkbox"/> Existing Position<br><input type="checkbox"/> New Position   |  |                      |  |                                |                      |  |                                |
| 12   | Benefits:   |  |                      |  |                                |                      |  |                                |
| 13   | Name:<br>Title/Position:<br><input type="checkbox"/> Existing Position<br><input type="checkbox"/> New Position   |  |                      |  |                                |                      |  |                                |
| 14   | Benefits:   |  |                      |  |                                |                      |  |                                |
| 15   | Name:<br>Title/Position:<br><input type="checkbox"/> Existing Position<br><input type="checkbox"/> New Position   |  |                      |  |                                |                      |  |                                |
|  | Benefits:   |  |                      |  |                                |                      |  |                                |
| <b>Personnel Subtotal</b>                    |   |  |                      |  | <b>\$247,250.00</b>            |                      |  |                                |
| <b>OPERATING EXPENSES</b>                    |   |  |                      |  |                                |                      |  |                                |
| 16   | Advertising/Printing/Mailing  |  |                      |  | \$5,712.00                     |                      |  |                                |
| 17   | Equipment & Supplies  |  |                      |  | \$9,000.00                     |                      |  |                                |
| 18   | Facility Rental   |  |                      |  | \$9,000.00                     |                      |  |                                |
| 19   | Food & Beverages for Outreach Events  |  |                      |  | \$14,000.00                    |                      |  |                                |
| 20   | Staff Travel  |  |                      |  | \$9,000.00                     |                      |  |                                |
| 21   | Staff Cell Phone  |  |                      |  | \$2,880.00                     |                      |  |                                |
| 22   | Staff Training  |  |                      |  | \$2,000.00                     |                      |  |                                |
| 23   | Translation   |  |                      |  | \$5,000.00                     |                      |  |                                |
| 24   |   |  |                      |  |                                |                      |  |                                |
| <b>Operating Subtotal</b>                    |   |  |                      |  | <b>\$56,592.00</b>             |                      |  |                                |
| <b>ADMINISTRATIVE/INDIRECT COSTS</b>         |   |  |                      |  |                                |                      |  |                                |
| 25   | 15%   |  |                      |  | \$45,576.00                    |                      |  |                                |
| 26   |   |  |                      |  |                                |                      |  |                                |
| 27   |   |  |                      |  |                                |                      |  |                                |
| 28   |   |  |                      |  |                                |                      |  |                                |
| 29   |   |  |                      |  |                                |                      |  |                                |
| 30   |   |  |                      |  |                                |                      |  |                                |
| <b>Administrative/Indirect Cost Subtotal</b> |   |  |                      |  | <b>\$45,576.00</b>             |                      |  |                                |
| <b>TOTAL (rounded to nearest dollar)</b>     |   |  |                      |  | <b>\$349,418.00</b>            |                      |  |                                |

Project Total

**\$349,418.00**

**PROJECT BUDGET NARRATIVE WORKSHEET**

The items and descriptions in this worksheet must correspond to the items listed in the Budget Worksheet (Attachment D-1).

| Line Number | Line Item                  | Description of Position Duties and FTE Allocation for Title/Position AND Description of Benefits                                    |
|-------------|----------------------------|---|
|             |                            | and back at various events and on handouts; information dissemination on regional center programs and services                      |
|             | Benefits: 100%             | Healthcare including medical, dental and vision; payroll taxes; workers' comp; pension plan; paid vacation, holidays, and sick time |
|             | Title/Position: [REDACTED] |   |
|             | Benefits: [REDACTED]       |   |
|             | Title/Position: [REDACTED] |   |
|             | Benefits: [REDACTED]       |   |
|             | Title/Position: [REDACTED] |   |
|             | Benefits: [REDACTED]       |   |

**Operating Expenses**

| Line Number | Line Item                    | Description   |
|-------------|------------------------------|---|
| 1           | Advertising/Printing/Mailing | Design and printing of handouts and collateral in plain language on regional center services and programs; placement of advertisements to promote outreach events; postage costs for mailings |
| 2           | Equipment & Supplies         | Office equipment and licenses including new workstations and computer technology, IT services and equipment, general office supplies for new staff  |
| 3           | Facility Rental              | Rental of meeting space for 21 outreach events - 2 cultural resource fairs, 2 cultural competency trainings, 3 booth rentals, 12 monthly information help tables, 2 focus groups              |
| 4           | Food & Beverage              | Food and beverage for attendees of outreach events - estimated over 2000 Latinx clients and community members reached   |
| 5           | Staff Travel                 | Travel to/from outreach events including meetings to coordinate and organize events; travel will be spread over 9 counties in the largest catchment area of any regional center)              |
| 6           | Staff Cell Phone             | Cell phone reimbursement for staff who will be traveling extensively to coordinate and staff outreach events  |
| 7           | Staff Training               | Training of staff on regional center programs and services including new staff trainings on HIPAA, confidentiality, cyber security, etc.  |
| 8           | Translation                  | Additional translators for outreach events  |
|             | [REDACTED]                   | [REDACTED]  |
|             | [REDACTED]                   | [REDACTED]  |

**Administrative/Indirect Costs**

**PROJECT BUDGET NARRATIVE WORKSHEET**

The items and descriptions in this worksheet must correspond to the items listed in the Budget Worksheet (Attachment D-1).

| Line Number | Line Item      | Description   |
|-------------|----------------|---|
| 1           | Overhead - 15% | Office rent, utilities, internet, insurance, maintenance, accounting, payroll services, human resources |
|             |                |   |
|             |                |   |
|             |                |   |
|             |                |   |
|             |                |   |
|             |                |   |
|             |                |   |
|             |                |   |
|             |                |   |