

## FY 2019/20 DISPARITY FUNDS PROGRAM COVER PAGE

**Note:** Complete this form for each proposed project. Please refer to the Proposal Submission Instructions for clarification for any of the following questions.

### Section I. Grantee Information (New and Reapplications)

Please check the box that describes your organization		
<input type="checkbox"/> Regional Center (RC)	<input checked="" type="checkbox"/> Community Based Organization (CBO), 501(c)(3)	<input type="checkbox"/> CBO, non-501(c)(3) <input type="checkbox"/> EIN or <input type="checkbox"/> No EIN

<b>a. Name of organization/Group</b>	<b>b. Date</b>
La Familia Counseling (La Familia)	9/30/2019
<b>c. Primary contact (Name)</b>	
Jennifer Ellis	
<b>d. Mailing address</b>	
24301 Southland Dr. Suite 300 Hayward, CA 94545	
<b>e. Primary e-mail address</b>	<b>f. Primary phone number</b>
JEllis@LaFamiliaCounseling.org	530-220-2603
<b>g. Secondary contact email address</b>	<b>h. Secondary contact phone number</b>
SCoss@LaFamiliaCounseling.org	510-300-3166
<b>i. Brief description of the organization/group (organization type, group mission, etc.). Include experience your organization has had managing a program similar to the proposal, and the outcomes of that program.</b>	
Founded in 1975 as a grassroots community organizing movement to increase access to bilingual mental health services for Latino families, La Familia remains committed to social justice and advocacy for the Latino community and to providing culturally and linguistically responsive services for Latino children, youth, adults, and families. Since 1977, La Familia has provided case management services and advocacy to thousands of individuals diagnosed with developmental disabilities and their families through a contract with the Regional Center of the East Bay. To date, La Familia has served 745 individuals through the Disparities Funds Program and has increased POS spending for the Latino community as reported by consumers and caregivers.	
<b>j. If you check the CBO box, describe how your organization meets the definition of a CBO.</b>	
Per the definition of CBO provided in the RFP, La Familia is a public nonprofit (with 501(c)3 status) that is representative of and advocates for a community or significant segment of a community. 83% of the La Familia Board of Directors identifies as Latino and the organization has a long history of working to address unmet needs and ensure equitable service delivery among the Latino community, including Spanish-speaking individuals. At least 50% of the La Familia staff identify as bilingual/bi-cultural. Further, La Familia is recognized as an organization that is representative of and advocates for the Latino community by Regional Center of the East Bay, who has contracted with La Familia as a delegate for over 40 years.	

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### Section II. Grant Reapplication – Project Information (Reapplications Only)

If the organization is applying to continue a previously awarded project, complete this section in addition to all other required sections and attachments. Complete this section if your proposal will continue a previously awarded project without changes to the target population, geographic area, activities, or objectives; **OR**, if you proposal will expand a previously awarded project into other target populations, geographic areas, activities, or objectives. **After completion, continue to Section III.**

#### Summary Information

<b>a. Grant Number:</b> 18-C13	
<b>b. Project Title:</b> La Familia Disparity Fund Program	
<b>c1. Start Date:</b> 01/01/2018	<b>c2. End Date:</b> 02/28/2020
<b>d. Total Project Duration (in months):</b> 26	

#### Fiscal Information

Fiscal Year (FY)	e. Awarded*	f. Expended
FY 2016/17	e1. \$ 0	f1. \$ 0
FY 2017/18	e2. \$ 238,577	f2. \$ 238,577
FY 2018/19	e3. \$ 314,278	f3. \$ 78,570
<b>Total</b>	<b>e4. \$ 552,855 (e1 + e2 + e3)</b>	<b>f4. \$ 317,147 (f1 + f2 + f3)</b>
<b>g. Amount Remaining (e4 – f4): \$ 235,708</b>		

*\*If your project was a multiyear project that was fully funded during one FY, enter the total amount of funding in that corresponding FY. For example, if a 2-year project was fully funded in FY 2016/17, then the amount awarded should be included in e1. Projects that received funding in more than one FY, should enter the awarded amounts for each corresponding FY.*

#### Project Information

<b>h. Number of individuals originally proposed to be impacted</b>	400 + 400
<b>i. Actual number of individuals impacted by the project and why it is higher or lower than the proposed number.</b>	600 (2018/19) + 145 (as of June 2019), which meets impact expectations for the first quarter. La Familia is on-track to exceed their contracted numbers again this year.
<b>j. RC(s) in the project catchment area(s)</b>	Regional Center of the East Bay
<b>k. List the city(ies) your project has served:</b>	Alameda County: Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City, plus the unincorporated areas of Ashland,

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	<p>Castro Valley, Cherryland, Fairview, San Lorenzo, and Sunol.</p> <p>Contra Costa: Antioch, Brentwood, Clayton, Concord, Town of Danville, El Cerrito, Hercules, Lafayette, Martinez, Town of Moraga, Oakley, Orinda, Pinole, Pittsburg, Pleasant Hill, Richmond, San Pablo, San Ramon, and Walnut Creek, plus the unincorporated areas of Discovery Bay, Bethel Island, and Knightsen (among others).</p>
<b>l. List the county(ies) your project has served:</b>	Alameda County, Contra Costa County
<b>m. If your project has served the City of Los Angeles, list the zip code(s) and/or community(ies) served*:</b>	N/A
<b>n. Provide a detailed explanation of project activities to date. What has the project accomplished to date?</b>	
<p>As of La Familia's Disparity Funds Program's most recent Progress Report (April - June 2019), La Familia has made substantial progress towards the contract objectives. This includes completely all program on-boarding activities (including contract execution, staff orientation, refining program materials, etc.); implementing the outreach plan to identify new consumers (including working with Regional Center of the East Bay and using social media); coordinating and facilitating orientations; conducting workshops and training sessions and maintaining the Parent Support Groups; recruiting a new Parent Leader to lead the Fremont Parent Support Group; supporting the other 5 existing parent leaders; hosting quarterly meetings of the Local Advisory Committee; and managing data collection for reporting purposes. La Familia has completed all expected activities to date and is on track to exceed contract performance goals in this funding period. This report was accepted by the funder. La Familia staff is currently preparing the July - September 2019 report, which contains the same level of activity and impact.</p>	
<b>o. Provide a detailed explanation of project impacts and outcomes to date. Attach data as well as success stories to demonstrate project outcomes and impact.</b>	
<p>The project has had substantial impacts. From April - June 2019, La Familia's Disparity Funds Program hosted 6 orientations and reached 25 new consumers/caregivers. The team also coordinated 13 workshops, which reached 145 individuals, and conducted outreach to successfully engage 44 new families. Additionally, during this period, the team recruited a new Parent Leader, increasing the number of Parent Support Groups to 6 (with the newest located in Fremont, CA) and establishing a new consumer network through these groups. Additionally, staff continues to work with Parent Leaders from the other 5 groups to relay information from the RCEB and build client advocacy. As of 9/30/2019, staff report that there is a monthly participation of between 50-70 unique consumers represented across the 6 groups.</p> <p>All of these activities are designed to increase the levels of service utilization among Latino and Spanish-speaking RCEB clients. The following is an example of the program success: A mother that registered to the program attended to an orientation about RCEB services and generic resources. She was connected to a parent support group (Padres Richmond) and had been attending the group and receiving ongoing peer support and resource sharing. Her</p>	

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son is the recipient of IHSS, but according to the client's mother, the hours she had been receiving were not enough to cover the client's needs. Mother was in disagreement with the assessment, but due to past negative experiences accessing public services, she did not feel comfortable advocating for her child's rights.

La Familia's Program supervisor met with client's mother to discuss options for her case and assisted her in understanding the appeal rights and completing the paperwork. Recently, the Program Supervisor received a call from mother expressing her gratitude for the help provided. She stated that after our meeting, she felt more confident to advocate for her son's rights and was able to get an increase on the IHSS hours.

La Familia is committed to helping individuals like this caregiver build the confidence to champion their rights. Program staff have discussed that there are several examples where a family is currently advocating for their rights and is applying for a new or expanded authorized service.

**p. What are the projects objectives in addressing disparities and what remains to be addressed/completed? Explain why these objectives have not been completed during the current grant period.**

The current project's objectives in addressing disparities are to remove language access barriers and build skills and confidence among consumers/caregivers in order to encourage them to advocate for increased services as measured by Purchase of Service data. La Familia has made substantial progress towards these objectives with individuals who are receiving support through La Familia's Disparity Funds Program and continues to grow that sphere of influence through targeted and persistent outreach. The scope of the disparity, however, is such that more than one year of funding is necessarily to make an enduring impact. First, the Parent Leader model that La Familia uses emphasizes building individual networks and advocates, which develop over time. Second, despite the targeted and persistent outreach and an increasing number of referral sources, there are many consumers who are under utilizing RCEB services that La Familia has not yet encountered. (La Familia anticipates that an impressive outreach goal of 3,600 in the proposed funding year will help close some of the gap.) Third, authorizing the services to increase the POS spending for a specific consumer is in itself a process and both the authorization and the spending often lag behind the consumer advocacy that La Familia is supporting.

As detailed in Question 7, La Familia is making a concerted effort to build something that is sustainable beyond Disparity Funds, while recognizing that the scope of the disparity deserves our consistent attention.

**q. If awarded, how will your current project transition into the 2019/20 proposed project?**

The 2020/21 project is designed to enhance and enlarge the impact of the current grant in a strategic way and as a result, will continue existing services with no interruption and add new elements in a thoughtful sequence, ensuring a smooth transition. All staff members will continue in their current roles and will be briefed on service augmentations at the beginning of the new contract, as indicated on the action plan. The Parent Leader Coordinator and the Family Resource Specialist will ensure the continued relationships with of all the current Parent Leaders, the referral sources, and the Local Advisory Committee members, including scheduling first meetings where appropriate. Staff will continue to engage all individuals who had previously requested more information but have not responded to outreach attempts.

La Familia will create tracking forms for all new measures and will ensure that all activities ending on or before 2/28/2020 will be credited toward the current contract. Similarly, La Familia will ensure that all current contract funds are expended by that date.

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**Section III. Proposal Summary (New and Reapplications)**

<b>a. Project title</b>	La Familia Disparity Funds Program
<b>b. Total amount requested</b>	\$ 329,928
<b>c. Projected number of individuals impacted</b>	400
<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>	Regional Center of the East Bay
<b>f. List the city(ies) your project proposes to serve:</b>	<p>Alameda County: Alameda, Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Piedmont, Pleasanton, San Leandro, and Union City, plus the unincorporated areas of Ashland, Castro Valley, Cherryland, Fairview, San Lorenzo, and Sunol.</p> <p>Contra Costa: Antioch, Brentwood, Clayton, Concord, Town of Danville, El Cerrito, Hercules, Lafayette, Martinez, Town of Moraga, Oakley, Orinda, Pinole, Pittsburg, Pleasant Hill, Richmond, San Pablo, San Ramon, and Walnut Creek, plus the unincorporated areas of Discovery Bay, Bethel Island, and Knightsen (among others).</p>
<b>g. List the county(ies) your project proposes to serve:</b>	Alameda County, Contra Costa County
<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>	N/A
<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>		
Select your <u>one primary</u> project type.	Select your <u>one secondary</u> project type (if applicable).	Select your <u>one tertiary</u> project type (if applicable).
<input type="checkbox"/> <b>Translation</b> (equipment, translator services, translating brochures or materials, etc.) <input type="checkbox"/> <b>Outreach</b> (community events, website or social media design, materials, etc.) <input type="checkbox"/> <b>Workforce capacity</b> (staff training, incentives for bilingual employees, etc.) <input checked="" type="checkbox"/> <b>Parent education</b> (online or in person trainings, workshops, etc.) <input type="checkbox"/> <b>Promotora</b> (Peers educating community members about access RC services) <input type="checkbox"/> <b>Family/ consumer support services</b> (1:1 coaching, enhanced case management, service navigation, etc.)	<input type="checkbox"/> Translation <input type="checkbox"/> Outreach <input type="checkbox"/> Workforce capacity <input type="checkbox"/> Parent education <input type="checkbox"/> Promotora <input checked="" type="checkbox"/> Family/ consumer support services	<input type="checkbox"/> Translation <input checked="" type="checkbox"/> Outreach <input type="checkbox"/> Workforce capacity <input type="checkbox"/> Parent education <input type="checkbox"/> Promotora <input type="checkbox"/> Family/ consumer support services
<b>l. Target Population (Race/Ethnicity)</b>		
Select all groups the project will serve	Proposed Number of Individuals Impacted by the Primary Project Type	
<input type="checkbox"/> African American		
<input type="checkbox"/> Cambodian		
<input type="checkbox"/> Chinese		
<input type="checkbox"/> Filipino		
<input checked="" type="checkbox"/> Hispanic	400	
<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"/> Hmong <input type="checkbox"/> Indian	<input type="checkbox"/> Japanese <input type="checkbox"/> Korean <input type="checkbox"/> Mandarin	<input type="checkbox"/> Mien <input type="checkbox"/> Russian <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 type="checkbox"/> Three to Five <input checked="" type="checkbox"/> Three to 21	<input type="checkbox"/> 16 to 21 <input checked="" type="checkbox"/> 22 and older <input type="checkbox"/> Other (list):	

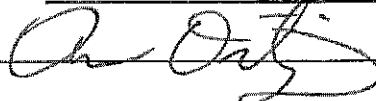
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**Section IV. Proposal Certification**

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

**Authorized by (print name):** Aaron Ortiz

**Organization:** La Familia Counseling Services

**Signature:**  **Date:** 3/04/20

**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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<b>Project title</b>
La Familia Disparity Funds Program
<b>1. What experience does the organization/group have working with the target population?</b>
<p>La Familia has over 40 years of experience providing case management and advocacy services to over 711 Latino, Spanish-speaking Regional Center consumers residing in Alameda and Contra Costa counties each year. La Familia has also been a partner in the Disparity Fund Program for the past two years as a funded community-based agency. During this time, our disparities-funded staff reaches over 711 clients per year. Through this experience, La Familia has gained a deep understanding of both eligible and potentially eligible consumers, including attitudes and beliefs that discourage Purchase of Service (POS) spending, and social and economic factors that compound the existing barriers to access.</p> <p>This long history as a delegate agency of RCEB has also meant that La Familia has dedicated staff who have significant experience working in and with the development disabilities systems of support. Program Director Edda Banuelos has been with La Familia since August 2001; ten years as a Developmental Disabilities Case Manager, and eight years as a Developmental Disabilities Director. As an immigrant, she understands the need of the Latino community and the struggles they face due to language barriers and the lack of resources available to the DD population. Program Supervisor and Lead Trainer Sandra Coss started as a case manager in 2009. Sandra was also Lead Case Manager at the DD Department. Through the years, Sandra has gained first-hand experience working with Latino clients and their families. Sandra's passion for community service has lead her to become an active advocate for the Latino DD community. Edda and Sandra participate in different committees including; RCEB Equity &amp; Diversity, as members of the Board of Directors of the Alameda County Developmental Disabilities Council, Self-Determination, Congreso Familiar Conference, and Autism Star Conference.</p> <p>La Familia has experienced significant success working with consumers and their families. Over the past two years, participants continue to remark on the efficacy of the services and the spirit in which the services are provided. One consumer shared "gracias al programa de La Familia DFP pude hacerme mas fuerte en mi conocimiento en como pedir y navegar los recursos que ofrece el Centro Regional" which translates to "Thanks to the La Familia Disparity Funds Program, I was able to become stronger in my knowledge on how to request and navigate the resources offered by the Regional Center." Another consumer said, "La ayuda que recibimos es un gran estimulo personal, profesional, y sobre todo familiar" meaning "The help we receive is a great encouragement personally, professionally, and especially [with my] family." La Familia's intent is to continue and expand this success so that families can access the Regional Center services they are legally eligible for and reduce the disparities in service for our community members. In addition to services provided through the Developmental Services Department, La Familia provides other mental health and social service outreach and support to over 6,000 individuals per year, with over 70% identifying as Latino.</p>
<b>2 Explain how the target population(s) are underserved using RC POS data or other data as supporting evidence of the disparity.</b>
Data from the Regional Center of the East Bay (RCEB) shows that Latino Regional Center consumers continue to be underserved relative to their peers from other groups. During the 2017-

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2018 fiscal year, 27.5% of eligible Latino consumers across all age groups, or 1,422 individuals, did not utilize services (no POS spending) compared to 22.9% of Black/African American consumers and 20.1% of White consumers. Further, expenditures data shows that Latino consumers are less likely to fully utilize authorized Regional Center services than their peers. During the 2017-2018 fiscal year, Latino consumers had one of the lowest utilization rates among consumers at 78.3% compared to 83.8% for White consumers and 85.2% for Black/African American consumers. Language appears to be a strong factor in both higher percentages of unserved individuals in the population and the lower utilization rate of authorized service. When the data is displayed by language (Spanish) instead of ethnicity (Hispanic), the unserved population is still 26.8%, compared to 24.1% among English speaking individuals, and the utilization of authorized services percentage is for Spanish-speaking consumers (74.9%) compared to those whose primary language was English (82.7%). Reviewing the RCEB data by age, it is clear that the largest number of eligible, unserved individuals are school-age, with only 43.2% served based on POS data (compared to 1.9% among the aged 0-3 population and 20.7% for 22+ population.) This percentage is somewhat higher than the school-aged.

This quantitative data is combined with qualitative data collected through La Familia's Local Advisory Committee and participant letters, which provide greater clarity on the barriers and/or attitudes and behaviors that contribute to these disparities. The consumers/their parents cite language access as the primary reason that services go unutilized (no POS spending) or underutilized by Latino families (unspent authorized services). One consumer commented "Muchas veces me quedaba con preguntas como recibia la informacion en ingles y mi ingles es limitado. Informacion en nuestro idioma Español, que nos da la confianza de preguntar todas las dudas que tenemos" which translates to "Many times I was left with questions as I received the information (from the Regional Center) in English and my English is limited. Information in our Spanish language...gives us the confidence to ask all the questions about all of the doubts we have." Another consumer echoed this, saying "La informacion mas valiosa esta en nuestro idioma" meaning "The most valuable information is in our language." Families also cited a lack-of-confidence navigating public systems as a barrier for them, with comments like, "El camino es muy dificil de navegar para conseguir los beneficios para mi hijo"/"The road is very difficult to navigate to get the benefits for my child" and "Muchas veces es dificil encontrar la ayuda correcta"/"Many times it is difficult to find the right help." Lastly, staff report that some potentially eligible consumers have also reported other deeply-held beliefs, either personal or cultural, and attitudes that stop them from seeking or fully utilizing services. These attitudes and beliefs include a distrust of public system, a fear of discrimination, the idea that the child/family should be able to overcome the disability through willpower, and/or denial that the child has a disability because of fear of stigma. These attitudes have been reported repeatedly in formal and informal circumstances to La Familia Disparity Program staff throughout the course of hundred outreach and Parent Leader interactions.

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

This project is specifically designed to improve the lives of individuals who have developmental disabilities by 1.) increasing access to services for which they are legally eligible in order to support their highest possible quality of life and support their future development and 2.) building

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individual capacity for advocacy and leadership among consumers/their parents, which will serve consumers for a lifetime as they navigate others systems related to their disabilities (school districts, medical systems, etc.), and 3.) create the foundations of core Spanish-speaking communities where developmental disability is accessible and destigmatized and to which new consumers/their parents can belong.

To achieve these three goals, the La Familia Disparity Funds Program will remove the barriers of limited language access, lack of self-confidence in systems navigation, and discouraging attitudes/beliefs through use increased interpretation and translation and a suite of relationship-based services to build trust, develop natural support networks, and create environments that make it safe for consumers/their parents to shift the attitudes and behaviors that have acted as barriers to utilization. (Consumers/their parents include potentially eligible consumers.)

Language access is a foundational element of this project and will include the following: All communication between La Familia staff and consumers/their parents will be conducted in Spanish, with English as an option if the consumer/their parents prefer. This includes one-to-one communication (including telephone and text message), all written communication (e-mails and fliers), and staff and Parent Leader-facilitated meetings and presentations. Additionally, La Familia will provide interpretation for presentations during groups or orientations that are delivered in English and will provide translation for supporting materials whenever possible. La Familia will also act as a liaison with the Regional Center, providing language support to participants of this project during meetings, and translating promotional materials for upcoming events that are relevant to consumers and their parents.

The suite of relationship-based services builds on the provision of language access, which helps establish the value of the Disparity Funds Program staff or Parent Leader and helps build trust with consumers/their parents. As part of the relationship-based service set, La Familia will provide: culturally-adapted RCEB orientations, trainings and mentoring opportunities for Parent Leaders and advocates (including an annual audit), monthly parent support groups facilitated by Parent Leaders, individual systems navigation and advocacy for consumers, opportunities to participate in the program's Local Advisory Committee, regular communication of changes from RCEB through the Parent Leader network to consumers, and significant outreach for these activities. As a result, more parents will access and fully utilize services, which will be reflected in both a 2-5% decrease in the unserved Latino-percentage and a 1-2% increase in the spending on authorized services as reported in POS data from the RCEB. Additionally, a cohort of at least 16 advocates and leaders will continue to develop (as documented by LAC meeting and written advocacy correspondence with RCEB), and 8 place-based community networks will form and continue to grow (evidenced by an increase in group size and participation).

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

La Familia's DFP project is aligned with the Department of Developmental Services and Regional Center of the East Bay's (RCEB) goal of promoting equity across the service system and reducing purchase of service disparities. This project is designed to specifically assist the Regional Center with the following recommended strategies for 2019: 1-3, 5-6, 8, and 10.

- Recommendation 1: 1) Continue to hold monthly Diversity and Equity committee meetings of the Board of Directors. Assistance: La Familia staff have an active presence on the Diversity and

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Equity committee. Further, La Familia staff have been able to relay data from consumers and Parent Leaders to inform the work of the Diversity and Equity Committee, with Edda Bunuelos, Program Director and Sandra Coss, Program Supervisor. - Recommendation 2: Continue to employ staff who are bilingual to serve our consumers and families who are monolingual. Continue to use one contract delegate case management agency to provide case management to consumers and families who are monolingual Spanish speaking. Assistance: La Familia is the contracted delegate and continues to provide high quality services through this contract to over 700 Spanish-speaking individuals per year, exclusively employing Spanish-speaking bilingual program individuals for the Development Services Department. The Disparity Funds Program team are similarly bilingual, which creates bilingual outreach capacity for La Familia and expands bilingual outreach capacity for RCEB. - Recommendation 3: Support conferences and other events in our community which provide education and information about Regional Center services to our diverse community in multiple languages. Assistance: La Familia has been a collaborator with RCEB on Congresso Familiar Conference since its inception and provides strong support, helping to mobilizing more than 700 attendees as well as bilingual presenters for 2019. Similarly, La Familia has used the language access strategies and Parent Leader-led consumer networks to promote Going to College with Disabilities, Alamdeia and Contra Costa County transition fairs, RCEB's spring and fall Living Options workshop and tours and the Disneyland Community Involvement Program (CIP). - Recommendation 5: Recommend that sharing data for public comment on purchase of service expenditures not be limited to the first quarter of the year. Assistance: La Familia has been an ally in disseminating the information in Spanish to its consumer network. As recently this summer, Disparity Funds Program staff convened Spanish-speaking consumers for a RCEB presenter who reviewed the POS data and addressed questions in Spanish. La Familia Disparity Funds team has the capacity to disseminate data for consumer input at all times during the year to support the implementation of this recommendation. - Recommendation 6: Continue to increase the availability of materials in multiple languages and multiple modalities to explain potential services and the individual program plan/individual family service plan. Assistance: Both the language access elements and the relationship-based activities that La Familia plans to implement through this funding will strongly support this recommendation. La Familia is committed to crafting culturally and linguistically appropriate outreach material and distributing it in community settings that are accessible to consumers. The culturally-appropriate orientation is an example of a modality that explains potential services and helps individuals understand the individual program/individual family plan. - Recommendation 8: Continue to actively work with community agencies to ensure that information and education on self-determination is provided to a broad range of communities. Assistance: La Familia is well-positioned as a community agency to provide information and education to consumers about self-determination. La Familia has attended all appropriate meetings up to this point and through their networks, helped 53 individuals apply to participate in self-determination. Of the 53, 14 were selected. La Familia proposes to expand the use of the Disparities Funds to lead a support group comprised of Spanish-speaking individuals participating in self-determination. - Recommendation 10: Continue efforts to address disparities that result from geographical isolation, especially in East and Far East Contra Costa County. Assistance: La Familia is intentionally outreaching to residents in East and Far East Contra Costa County to

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create a consumer network and is experiencing a significant amount of success as shown by the identification of an active Parent Leader and the establishment of a support group in October 2019. In short, this project is aligned with the recommendations from RCEB for reducing disparities.

**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?**

This project proposal strengthens and expands the language access elements and the set of relationship-based activities that La Familia has built over the past two years in order to reduce the barriers accessing or fully utilizing RCEB services. The proposed program enhancements create services that are responsive to participant feedback and more fully support the Recommendations from the RCEB plan to reduce disparities. Our 2020 expansion includes 1.) a more flexible and accessible orientation strategy, 2.) three new parent groups, including a group that will specifically support Spanish-speaking families chosen for the Self Determination project, with two others in Concord and Brentwood 3.) training of two new Parent Leaders in Contra Costa County and continued mentoring of six existing Parent Leaders 4.) the creation of a Latino Equity Summit as convening and mentoring opportunity for consumer network leaders and other advocates, and 5.) additional support and advocacy to Regional Center of the East Bay with regard to Diversity and Inclusion, including on the Self Determination project.

More generally, La Familia's Disparity Funds Program model is unique among the service provides in the catchment area. La Familia is the only agency contracted to outreach exclusively Latino and Spanish-speaking individuals within all age groups throughout the catchment geography. La Familia's current consumer networks span from Fremont to Hurcules and recently as far east as Oakley. Further, La Familia's model is special because it uses data to identify the barriers to POS services and creates activities to address them that consumers are willing to use because they are based on relationships, trust, and belonging. Lastly, this model intentionally creates individual capacities and relationships that will outlast this funding to support individuals and whole communities. Consumers report that specific activities (orientations, parent support groups, and parent leader mentoring) in the model are essential because they fill significant gaps in the system. Orientations - Prior to La Familia's 2017-2018 Disparity Funds Program, Latino and/or Spanish-speaking consumers did not receive a formal introduction describing the Regional Center service system and how to access services and generic resources in their community.

The system is typically designed so that most consumers seek support and information from their Regional Center case managers and other providers to learn how to exercise their rights and access resources. For individuals and families who are new to the system, especially those who are experience a language barrier, this initial conversation with a case manager can be intimidating and can cause a feeling of overwhelm. Alternatively, consumers who complete the enrollment process may have beliefs or attitudes that may discourage them from connecting with the case manager, specifically distrust or fear of discrimination or stigma. Further, potentially eligible participants are not yet assigned a case manager and may have little access to information about the system. To address these barriers (limited language, lack-of-confidence, and discouraging beliefs/attitudes), the Disparty Funds Program created a culturally appropriate

## FY 2019/20 DISPARITY FUNDS PROGRAM PROJECT INFORMATION

RCEB orientation that brings together consumer, La Familia staff, and Parent Leaders who speak Spanish and have lived experience navigating the system. In addition to providing valuable information about the service system, the orientation creates a safe space for individuals to meet peers; share their experiences and learn from one another; develop a natural support system; and begin building trust with service providers and the broader public system. Participants also have an opportunity to meet La Familia staff and Parent Leaders to learn about and sign up for parent support groups in their communities for ongoing support. Parent Support Groups/Parent Leader Led Consumer Networks Prior to La Familia's previous Disparity Fund Program, Alameda and Contra Costa counties had very few support groups for Latino caregivers, and they often had to travel long distances outside of their communities to find this type of support. Furthermore, existing support groups weren't necessarily linked as part of broader movement. La Familia addressed this gap and initially created five affiliated groups across the catchment area. The network will grow to nine affiliates as a result of this proposal. During parent support groups, which build from the information and spirit of the orientations, time is split between relationship-building, information presentations on topics suggested by participants, and sharing relevant information from RCEB. Training and workshops are facilitated by La Familia's Lead Trainer and other content experts and have included information about the Lanterman Act and the Individualized Program Plan (IPP), RCEB services, client's rights and fair hearing, and In-Home Support Services. Surveys have found that participants enjoy meeting peers with similar experiences and are more likely to engage in services after attending the groups. Additionally, these sessions create the common language, shared goals, and relationships necessary to build a small network to which people want to belong. This network is developed further by communication from the Parent Leader between meetings about emerging issues or opportunities and reminders about upcoming events and meetings. Parent Leader Training and Mentoring. This is another program element that didn't exist prior to La Familia's previous Disparity Fund Program work and that consumers now report is crucial to their success. The traditional service model, described above, tasked the case manager with providing information to new consumers, which is often time-consuming to do well. Additionally, this creates a service provider/recipient relationship, which may influence how the consumer receives information. In a Parent Leader model, the new consumer has an immediate example of another parent who can successfully navigate the system and advocate for their child. Additionally, Parent Leaders can also take their time explaining the system and using personal examples. Because the Parent Leader is a crucial part of this model, an entire staff position is dedicated to identifying, training, mentoring, and supporting the Parent Leaders. The training for Parent Leaders typically includes one-on-one sessions with the Parent Leader Coordinator, group development opportunities with only Parent Leaders, and exposure to systems change and advocacy through LAC participation and other direct experiences as a leader with RCEB.

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

La Familia has integrated data collection into the Disparities Fund Program. One of La Familia's key strategies to collect input from consumers and stakeholders is through a Local Advisory Committee (LAC), which La Familia established in 2017-2018. The LAC consists of 16 members including 1 consumer, 1 caregiver, 6 Parent Leaders (who are also caregivers), 5 La Familia staff

## FY 2019/20 DISPARITY FUNDS PROGRAM PROJECT INFORMATION

(including RCEB-contracted Case Managers), the RCEB Diversity and Equity Specialist, and three additional local service providers. The LAC has met 5 times since May 2018 to provide input and evaluate project activities, outcomes, and growth areas. The Committee helps La Familia staff refine the orientation and training so that it aligns with the interests and meets the needs of participants, especially barriers to utilization. The LAC has been instrumental in [insert]. La Familia also collects feedback from Disparity Funds Program participants by administering satisfaction surveys following orientation and training sessions, as well as conducting key informant interviews and focus groups throughout the year to learn about what participants find helpful and how the project could be improved. The Parent Leader Coordinator, Family Resource Specialist, and Parent Leaders document issues and concerns addressed during engagement with clients and bring that information back to La Familia's project team and the LAC. Our staff continue to work closely with RCEB and other local agencies and coalitions in the developmental disabilities field to identify client needs and how, through this project, La Familia can create a robust continuum of support for underserved Latino consumers. For the 2020-2021 grant period, La Familia will continue to review changes in the POS spending data which indicate participant behaviors and will incorporate an analysis of those behaviors as data to refine the service model.

**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.**

La Familia has thoughtfully designed this project to continue to address identified disparities after the completion of the project. First, the project's aims include 1.) increasing access to services for which they are legally eligible in order to support their future development and 2.) building individual capacity for advocacy and leadership, which will serve consumers for a lifetime as they navigate other systems related to their disabilities (school districts, medical systems, etc.), and 3.) create the foundations of core Spanish-speaking communities where developmental disability is accessible and destigmatized and to which new consumers/their parents can belong. Each of these goals is focused on a healthier future, either at the individual level or at the community level, because they are based on increasing capacity (knowledge, advocacy skills, relationships) now, with the expectation that the consumer continues to utilize service and advocate for his/herself in the future or the group continues to act as a natural support network. Second, La Familia is demonstrating the effectiveness of the program elements, like the orientations, with the intention that data-supported elements should be prioritized for integration into the existing Regional Center system. Third, there are also specific program activities that lend themselves to sustainability, most notably the use of the Parent Leader model. Parent Leaders and their support groups/consumer networks can remain funded either as an affiliated system or individually in each geography, leveraging local dollars and making it easier to sustain after the Disparities Fund Program dollars are exhausted. Finally, La Familia has been a strong partner of RCEB for over 40 years and that relationship will be sustained beyond this funding. La Familia will continue to participate on the Diversity and Inclusion committee and continue to highlight and advocate for the Latino and Spanish-speaking communities. La Familia staff believe this is part of living our new core value of Social Justice: We amplify the voices of our community to fight for systems, policies, opportunities and services that promote social and economic justice and improve the quality of life for all.

**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:** By February 28, 2021, the La Familia Disparities Funds Program will provide outreach to 3,600 Latino and Spanish-speaking individuals to engage 120 consumer households, comprised of over 400 individuals, to increase their use of Regional Center services, reducing the percentage of Latino individuals with no POS-spending by 2-5% and increasing the percentage of authorized funds expended by 1-2%.

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)
Execute Contracting Agreement between Disparities Funds Program and La Familia	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20- 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21	CEO, Program Director	<input type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE: <input checked="" type="checkbox"/> Not applicable			<input type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20- 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21
Orient La Familia Disparities Fund Program Team and existing parent leaders to new contract	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20- 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21	Program Director, Program Supervisor/ Lead Trainer, Parent Leader Coordinator	<input type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE: <input checked="" type="checkbox"/> Not applicable			<input type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20- 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21



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

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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)
with expanded services						
Develop and refine curricula, training material, and event flyers to include new locations and parent support groups (ongoing)	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20 – 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21	Program Supervisor/ Lead Trainer	<input type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input checked="" type="checkbox"/> Not applicable			<input type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20 – 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21
Coordinate and facilitate Orientation s (2-3 per month in fixed and rotating locations)	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20 – 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21	Program Supervisor/ Lead Trainer, Parent Leader Coordinator	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input checked="" type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input type="checkbox"/> Not applicable	Number of consumers or caregivers who attend each orientation.  Percentage of attendees who report that 1.) they better understand RCEB services and/or 2.) feel more confident	Between 3-15 individuals will attend each of at least 24 orientations, for a total of 125 individuals  80% of participants will report that 1.) better understand services and/or 2.) feel more	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20 – 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21

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

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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)
				advocating for RCEB services.	confident advocating for services.	

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

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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)
Coordinate and facilitate Parent Support Groups in 6 locations, plus 3 new groups as leaders are identified	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21	Program Supervisor/ Lead Trainer, Parent Leader Coordinator	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input checked="" type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input type="checkbox"/> Not applicable	Number of consumers or caregivers who attend parent support groups.  Percentage of attendees who report that 1.) they better understand RCEB services and related topics and/or 2.) feel more confident advocating for RCEB services.	5-25 individuals monthly in 9 groups for an unduplicated total of 200 individuals.  80% of participants will report that 1.) better understand services and/or 2.) feel more confident advocating for services.	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21
Recruit Parent Leaders for Concord and Brentwood groups	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20- 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21	Parent Leader Coordinator	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input type="checkbox"/> Not applicable	Signed Parent Leader Agreements	2 signed Parent Leader agreements	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20- 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21

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

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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)
Develop and launch outreach plan, in collaboration with Regional Center of the East Bay and local referral sources in at least 8 cities (ongoing)	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21	Program Supervisor/ Lead Trainer, Parent Leaders, Parent Leader Coordinator, Family Resource Specialist	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input type="checkbox"/> Not applicable	<p>The number of materials distributed at outreach events, including tabling opportunities and presentations, and to referral sources.</p> <p>The number of individuals who ask to be contacted about an orientation or parent support group as a result of outreach.</p>	<p>3,600 pieces of material distributed.</p> <p>250 consumers/caregivers will ask for a follow up call as a result of outreach</p>	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21
Coordinate and host first annual Latino Equity Summit for consumers and their families	<input type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21	Program Supervisor/Lead Trainer, Parent Leaders	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input checked="" type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input type="checkbox"/> Not applicable	<p>The number of parent leaders who actively participate on Summit the planning team.</p> <p>The number of consumers or caregivers who attend the Latino Equity Summit.</p>	<p>8 Parent Leaders</p> <p>100 Individuals</p>	<input type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21

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

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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)
				Percentage of attendees who report that 1.) they better understand the causes of disparities in spending on RCEB services and related topics and/or 2.) feel more confident advocating for RCEB services.	80 % of attendees	

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

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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)
Train and mentor parent leaders through at least 8 group training sessions and 6-8 one-on-one mentoring sessions per year.	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21	Parent Leader Coordinator	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input checked="" type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input type="checkbox"/> Not applicable	Number of Parent Leaders who attend training sessions.  Number of one-on-one mentoring sessions with each parent leader.  Post assessment from parent leaders recording confidence and skill gains.	80% attendance at each meeting of 8 Parent Leaders trainings.  6-8 one-on-one mentoring sessions with each Parent Leader.  80% of parent leaders will report feeling more confident or skilled as a result of training/mentoring.	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21
Convene Local Advisory Committee (4 times)	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21	Program Supervisor/ Lead Trainer, Family Resource Specialist	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input checked="" type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input type="checkbox"/> Not applicable	Number of caregivers or consumers, plus subject matter experts, who attend Local Advisory Committee meetings.  Number of changes made to Disparities Fund Program design or advocated to Regional Center as a	80%+ attendance at each of 4 meetings for 16 members.  6-8 changes/advocacy issues to promote equity or reduce POS spending disparities.	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21

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

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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)
				result of Local Advisory Group.		

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

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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)
Participate and advocate with RCEB to promote equity, including participating at the Diversity and Equity committee, relaying Regional Center information through Parent Support Group networks, and providing a significant amount of support to Spanish-speaking	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21	Program Supervisor/ Lead Trainer	<input type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input checked="" type="checkbox"/> Not applicable			<input type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20- 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21



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

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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)
individuals who were selected for Self Determination.						
Verify reduced disparity percentages for RCEB POS data for unserved (eligible, no POS spending) and underutilized authorized services among Latino and Spanish-speaking individuals.	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input checked="" type="checkbox"/> 07/01/20- 9/30/2020 <input checked="" type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21	Program Director, Program Supervisor/ Lead Trainer	<input type="checkbox"/> Count <input checked="" type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:  <input type="checkbox"/> Not applicable	Reduce the unserved percentage (eligible, with POS) pending by 3-5% and increasing the percentage of authorized funds expended by 1-2%.	A reduction of 2-5% in underserved percentage.  An increase of 1-2% in authorized funds expended.	<input type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20- 9/30/2020 <input type="checkbox"/> 10/01/20 – 12/31/2020 <input checked="" type="checkbox"/> 01/01/21 – 3/31/21

Disparity Funds Program  
SERVICE BUDGET (ATTACHMENT D-1)

Applicant Name and Address			Year 1 Annual Budget			Year 2 Annual Budget		
La Familia 24301 Southland Dr. Suite 300 Hayward, CA 94545								
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: Edda Banuelos Title/Position: Program Director	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position						
			\$100,000.00	10%	\$10,000.00			
2	Benefits: 30%		\$30,000.00	10%	\$3,000.00			
3	Name: Sandra Coss Title/Position: Program Supervisor/Lead Trainer	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position						
			\$65,000.00	100%	\$65,000.00			
4	Benefits: 30%		\$19,500.00	100%	\$19,500.00			
5	Name: Arlene Vasquez Title/Position: Family Resource Specialist	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position						
			\$42,024.00	100%	\$42,024.00			
6	Benefits: 30%		\$12,607.00	100%	\$12,607.00			
7	Name: Norma Gonzalez Title/Position: Parent Leader Coordinator	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position						
			\$47,390.00	100%	\$47,390.00			
8	Benefits: 30%		\$14,217.00	100%	\$14,217.00			
9	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position						
10	Benefits:							
11	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position						
12	Benefits:							
13	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position						
14	Benefits:							
15	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position						
	Benefits:							
Personnel Subtotal					\$213,738.00			
OPERATING EXPENSES								
16	Parent Leader Stipeds				\$38,400.00			
17	Food and Beverages for Consumer Meetings/Events				\$9,400.00			
18	Communications				\$2,160.00			
19								
20								
21	Staff Mileage				\$10,696.00			
22	Consultant Fees				\$3,000.00			
23								
24								
Operating Subtotal					\$63,656.00			
ADMINISTRATIVE/INDIRECT COSTS								
25	Personnel Functions				\$43,034.00			
26								
27								
28								
29								
30								
Administrative/Indirect Cost Subtotal					\$43,034.00			
TOTAL (rounded to nearest dollar)					\$320,428.00			

MAXIMUM AWARD \$320,428

**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>		
La Familia		
<b>Project Title</b>		
La Familia Disparity Funds Program		
<b>Project Duration (start and end date)</b>		
<b>Start Date:</b> 3/1/2020	<b>End Date:</b> 2/28/2021	<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: Program Director	Based on experience, time allocated for the Project Director is .10 FTE or \$10,000 annually. This includes time spent maintaining executive oversight, accountability, and performance of the proposed project; and supervising the Program Supervisor/Lead Trainer.
2	Benefits: 30%	Fringe benefits for all positions are calculated at 30% of the requested salary dollars and include: FICA, Medicare, workers compensation, and State Unemployment Insurance/State Disability Insurance. In addition, the fringe benefits also include medical health insurance, dental coverage and vision coverage.
3	Title/Position: Program Supervisor/Lead Trainer	The Supervisor/Lead Trainer allocated will manage curriculum development, train and oversee the Family Support Specialist and Parent Leader Coordinator; facilitate the Regional Center orientations and training/workshops sessions; collect and analyze data for quarterly and annual reports; and support continuous quality improvement efforts. Time allocated for the Program Supervisor/Lead Trainer is 1.0 FTE or \$65,000 annually.
4	Benefits: 30%	(See Fringe Benefit Coverage related to Line 2.)
5	Title/Position: Family Support Specialist	The Family Support Specialist will conduct outreach and intake to families that are hard to reach and engage in activities, identify and coordinate support services, and manage the schedule and agenda for Local Advisory Committee meetings. Time allocated for the Family Support Specialist is 1.0 FTE or \$42,024 annually.
6	Benefits: 30%	(See Fringe Benefit Coverage related to Line 2.)
7	Title/Position: Parent Leader Coordinator	The Parent Leader Coordinator will provide ongoing support for Parent Leaders; help the Program Supervisor/Lead Trainer with developing curricula for training and workshops, and help create and manage the logistics of parent support groups. Time allocated for the Parent Leader Coordinator is 1.0 FTE or \$47,390 annually.
8	Benefits: 30%	(See Fringe Benefit Coverage related to Line 2.)

**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
	Title/Position:	
	Benefits:	
	Title/Position:	
	Benefits:	
	Title/Position:	
	Benefits:	

**Operating Expenses**

Line Number	Line Item	Description
16	Parent Leader Stipends	Parent Leaders will receive a stipend for their time coordinating outreach efforts for parent support groups; facilitating monthly parent support groups; and participating on the Local Advisory Committee. Total cost is budgeted at 8 Parent Leaders x \$400 stipend per month x 12 months = \$38,400 annually. (Only 8 of the 9 groups will be lead by Parent Leaders. Staff will lead the Self Determination Participant group.)
17	Food and Beverages for Consumer Meetings and Events	Costs cover food and beverages budgeted at a average budget of \$600 per year per group x 9 groups + \$1000 budget for orientations per year + \$3000 for the annual Latino Equity Summit summit = \$9,400.
18	Communications	Costs cover company cell phones and data plans for three staff. \$60 per phone/month x 12 months x 3.0 FTE staff = \$2,160 annually.
19	Supplies	Costs cover general office supplies to support the project including binders, copy paper, pens, sharpie markers, board and eraser, staples, hanging folders, label markers, shipping labels, postage stamps for flyers, and post-it notes. Based on experience, material costs are budgeted at \$3,500 annually.
20	Utilities	This is the Shared Cost of Utility Expenses, directly attributed to the grant project prorated based on the total cost. The monthly cost for this line item is estimated at \$250 per month or \$3,000 annually.
21	Staff Mileage	Mileage expense is budgeted at \$0.545/mile x 19,626 miles = \$10,696 annually to cover costs of La Familia staff and Parent Leaders time spent traveling to/from each training event and meeting throughout Alameda and Contra Costa counties.
22	Consultant Fees	Costs cover fees to consult with content experts and pay for experienced trainers to facilitate training and workshops during parent support groups throughout the year budgeted at \$250/hr x 4 hours per event x 6 events = \$6,000 annually.

**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

**Administrative/Indirect Costs**

Line Number	Line Item	Description
25	Personnel Functions	La Familia has an indirect cost of 15% charge to every grant/contract. This rate is used to determine fairly, within the boundaries of sound administrative principles, what proportion of indirect cost each program should bear. This cost includes administrative/accounting salaries and benefits, Executive salaries and benefits, and other indirect costs incurred for personnel functions on joint objectives.