

**FY 2019/20 DISPARITY FUNDS PROGRAM
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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
a. Name of organization/Group		b. Date
Vietnamese Parents with Disabled Children Association (VPDCA)		9/30/19
c. Primary contact (Name)		
Tien Nguyen (Vice President/Secretary)		
d. Mailing address		
7526 Syracuse Avenue Stanton, CA 90680		
e. Primary e-mail address		f. Primary phone number
tiennguyen90706@gmail.com		(562) 822-9100
g. Secondary contact email address		h. Secondary contact phone number
vpdcahung@yahoo.com		(714) 206-4036
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.		
VPDCA is an organization whose mission is to equip Vietnamese caregivers of children with disabilities with information on resources and supports, assist families in accessing services, and provide a forum for sustaining their cultural roots and assure the transmission of the Vietnamese culture to their children. Its membership includes 275 parents (1/3 of whom are over 60 years of age). The attached proposal is a reapplication of a program currently funded by DDS in which VPDCA has managed a \$94,808 subcontract over 2 years, serving over 80 families through training, IPP coaching, and transition planning. Families have reported increased perceptions of their children's abilities to achieve independence and community integration.		
j. If you check the CBO box, describe how your organization meets the definition of a CBO.		
VPDCA is a non-profit 501(c)(3) organization that is representative of the larger Vietnamese community in Orange County and Los Angeles in its demographic composition, history, and shared culture. VPDCA advocates for Vietnamese families of children who have disabilities to have access to high quality disability services and social supports.		

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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

a. Grant Number: 17-C9	
b. Project Title: Building the Capacity of Vietnamese Parents to Access and Utilize Regional Center Services	
c1. Start Date: 01/01/2018	c2. End Date: 12/31/2019
d. Total Project Duration (in months): 24	

Fiscal Information

Fiscal Year (FY)	e. Awarded*	f. Expended
FY 2016/17	e1. \$	f1. \$
FY 2017/18	e2. \$ 152,700	f2. \$ 152,699.63
FY 2018/19	e3. \$ 166,441	f3. \$ 66,441.37
Total	e4. \$ 319,141 (e1 + e2 + e3)	f4. \$ 319,141 (f1 + f2 + f3)
g. Amount Remaining (e4 – f4): \$ 0		

**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

h. Number of individuals originally proposed to be impacted	100-300
i. Actual number of individuals impacted by the project and why it is higher or lower than the proposed number.	81. The number is lower than the proposed number of individuals impacted because training and IPP Coaching activities were not replicated at San Gabriel/Pomona Regional Center (SG/PRC) as originally intended. The project is still working with SG/PRC to figure out the best way to connect its parents with training and IPP coaching.
j. RC(s) in the project catchment area(s)	Regional Center of Orange County (RCOC) San Gabriel/Pomona Regional Center (SG/PRC)

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k. List the city(ies) your project has served:	Garden Grove, Long Beach, Huntington Beach, Anaheim, El Monte, Westminster, Palmdale, Santa Ana, Fountain Valley, Yorba Linda, West Covina, Norwalk, La Puente, Mission Viejo, Midway City, Brea, Lakewood, Rowland Heights, Los Angeles, Tustin, Irvine, Stanton
l. List the county(ies) your project has served:	Orange County Los Angeles County
m. If your project has served the City of Los Angeles, list the zip code(s) and/or community(ies) served*:	93550, 91748, 90710
n. Provide a detailed explanation of project activities to date. What has the project accomplished to date?	
<p>Project activities have been conducted by the Vietnamese Parents with Disabled Children Association (VPDCA) and the USC University Center for Excellence in Developmental Disabilities (UCEDD) in partnership. Project activities have been tied to five objectives: (1) Increasing parent expectations of their child's capacity to acquire adult living skills, be more independent and contribute their families and the community, (2) Increasing the number of parents who actively participate in the IPP process, (3) Increasing the number of aging caregivers with transition plans, (4) Building an "extended learning community" to bring together Vietnamese parents from two regional centers (RCOC and SG/PRC), and (5) Increasing the infrastructure (human resources, equipment, technology, etc.) of VPDCA. The following is a summary of the activities that the project has accomplished by each objective to date:</p> <p>(1) The project conducted four, 2-hour trainings on topics identified by VPDCA as critical to increasing parents' expectations of their children's capacities to acquire independence and integrate into their communities. These trainings included Supported Living Services (18 attendees), College 2 Career Services (10 attendees), Employment (20 attendees), and Adult Relationships (27 attendees).</p> <p>(2) The project developed a 5-step IPP Coaching Model designed to prepare parents for IPP meetings and increase their participation during IPP meetings. Fran Goldfarb (USC UCEDD) and Scarlett Von Thenen (State Council on DD) led three cohorts of coaching for parents who had children with upcoming IPP meetings. 11 parents participated in the IPP coaching series and an additional 7 attended as observers during cohort 1. Topics covered in IPP coaching sessions included, for example, understanding regional center funded services versus generic services, identifying barriers to getting and using services, and preparing notes to take to IPP meetings.</p> <p>(3) The project conducted trainings for aging caregivers on three topics: planning for the future, community care facilities, and conservatorships/alternatives to conservatorship. The trainings (cumulative) had 65 attendees. Parents filled out a comprehensive survey on their current status of services, supports, and transition planning, which has been reviewed by the project team in preparation for one-on-one counseling.</p> <p>(4) VPDCA and UCEDD leadership met with personnel and 6 parents of San Gabriel/Pomona Regional Center (SG/PRC) to describe the history of VPDCA OC, described</p>	

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project activities and accomplishments to date and proposed creating an “extended learning community” for Vietnamese parents affiliated with RCOC and SG/PRC. In follow-up discussions with SG/PRC key staff and the Director of Parents Place (a Family Resource Center where many activities for SG/PRC parents are held), it was decided that further activities in this direction would not add any value to what their Vietnamese Parents are already getting. A possible sharing of training topics was proposed but all of the dates for the SG/PRC Vietnamese parent support group are already booked through the end of this year (when this project ends).

(5) The UCEDD has provided technical assistance to VPDCA through monthly meetings and routine phone/email correspondence to assist in building VPDCA's organizational infrastructure. A few highlights of the many activities that have resulted from this technical assistance include developing a new website, learning basics of grant management (e.g., tracking time and expenses, invoicing), and developing a database for their membership and activities held. It was decided that a critical enhancement of VPDCA's infrastructure would include the addition of mid-level leadership positions focused on coordinating three program areas: Training, IPP Coaching, and Aging Caregiver Transition Planning. Three parents were nominated by VPDCA leadership for these positions, all of whom accepted the positions. To prepare them for their new roles, were provided with leadership training on (1) the difference between leadership and management, (2) power and politics, and (3) how to promote the involvement of more Vietnamese parents in policy and advocacy. The organizational chart for VPDCA now includes these mid-level management positions. Initially funded with stipends, these positions now have more substantial funding in this grant proposal because of their critical role in the infrastructure of VPDCA.

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.

81 VPDCA parents/family members have participated in at least one project activity (training or IPP coaching). 28 members have attended three or more activities. Participants are caregivers to 88 children with developmental disabilities. The following is a summary of the outcomes and impacts that the project has accomplished by each objective to date, as evidenced by quantitative and qualitative data:

(1) Parents (n=51) rated the helpfulness of information they received across the four trainings conducted to raise expectations of their children's capacities. Helpfulness was scored on a scale of 1 (poor) to 5 (excellent) at an average of 4.06. Pre and post measures were issued at each training to assess changes in attitude and perceptions. For example, at the first training, parents were asked if they thought their child could benefit from independent or supported living services. While only 11% of parents endorsed yes and 67% maybe prior to the training, 22% endorsed yes and 78% maybe after the training. Similar patterns were observed for the other three trainings. Qualitative feedback suggested that trainings were successful in providing information and resources that helped families think about their children's capacities and the services they would need to be more independent and integrated. Examples included: “I know some more information clearly. I would love to know more about the program for people 16 or older” (Supported Living Services); “[College 2 Career] helps my child how to find job with help, communication, get to know with others and be friends with people who is willing to help our child with special need” (College 2 Career); “I learned a lot about the jobs for underprivileged children like my children. I am very grateful to the speaker and the organizers” (Employment); and “I would like to say thank you to the VPDCA and Dr. Baladerian for giving us the knowledge and vocabulary so that we

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can guide our children [about adult relationships]" (Adult Relationships).

(2) Across all IPP coaching sessions, parents rated the helpfulness of the sessions on a scale of 1 (poor) to 5 (excellent) at an average of 4.23. Pre and post measures were issued at the start and conclusion IPP coaching group sessions to assess changes in attitude and perceptions. For example, parents rated their understanding of regional center services, understanding of their child's IPP, and feelings of preparedness to participate in the IPP meeting. Parents' understanding of regional center services increased an average of 2.25 points. Parents' understanding of their child's IPP increased an average of 1.75 points. Parents' feelings of preparedness to participate in the next IPP meeting also increased an average of 1.75 points. Qualitative data suggested that parents understood more about and felt more comfortable with the IPP process following IPP coaching. Examples included: "Now I know I can ask for those services which got rejected from RC before;" "I have a better understanding about the benefits that my child can ask for;" and "I feel more comfortable with the IPP."

(3) Aging caregiver training attendees across all sessions (n=56) rated the helpfulness of the trainings as a 4.25 on a scale of 1 (poor) to 5 (excellent). At the first meeting ("Planning for the Future"), baseline data were collected. Parents were asked if they thought it would be useful to develop an aging caregiver transition plan. Ninety-two percent responded either "yes" or "maybe." Pre and post measures examining attitudes and behaviors were issued at subsequent sessions. At the session that presented information about community care facilities, parents were asked if they had thought about or made plans for having their child with DD live in a community care facility when they could no longer care for them at home. Prior to the training, 22% endorsed "no" and 56% endorsed "maybe." Similar shifts were seen for the session on conservatorship and alternatives. Qualitative data suggested that parents were prompted by the sessions to consider services and supports that they wanted to include in potential transition plans. Examples included: "I am planning for the future: I will send my child to Home group close by. We will also ask for help from HRC in many convenient conditions;" "Now, I know if I need help I still have some help and instruction to have a group home as I like," and "There are legal procedures I need to do but before I did not know."

(4) The project has laid the foundation for a learning community between Vietnamese parents at RCOC and SG/PRC. It was the original intent of the project to establish a VPDCA chapter at SG/PRC, but this alternative approach to building relationships—grounded in the feedback from the community—was established to keep issues of power balanced until parents from both regional centers are ready to agree to a formal partnership in the future.

(5) In the course of the project, VPDCA has built its infrastructure in partnership with the USC UCEDD to allow for organizational and programmatic sustainability after the grant ends. A major success that has emerged from the project is that VPDCA has identified mid-level leadership within their organization to distribute responsibility for VPDCA activities across more people (see #5 under "n" above). VPCDA has also developed a strong relationship with the Orange County Office of the State Council on DD which will continue to provide IPP coaching training moving forward and continued activity related to issues facing Aging Caregivers. Of critical importance, VPDCA leadership has acquired grant management experience over the course of this project which will position them well to competently seek and manage future grants like this one.

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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.

skduring the surrounding training (Objectives 1 (Traiand 3) and IPP coaching (Objective 2) were largely designed around the Vietnamese community's need for increased access to culturally and linguistically appropriate information as an approach to disparities reduction. For training activities, VPDCA worked closely with the UCEDD to identify speakers who would be able to present information that respected caregivers' values surrounding their children's roles within their families, friendships/relationships, and broader communities. For example, VPDCA leadership perceived that parents were generally eager to learn about how to keep their children safe in the context of dating and intimacy, but many found it culturally unacceptable to discuss sexual exploration or even services surrounding sexual health or sex education. The organization was able to work with the guest speaker to reframe certain ideas that might otherwise be poorly received. Several parents commented that they wanted more information on the topic following the session, pointing to the success of taking a culturally-informed approach. All training and coaching activities and materials were also offered in Vietnamese.

Over the course of the project, VPDCA and the UCEDD discovered through exploratory data and stakeholder feedback that parents attending the training and IPP coaching sessions were finding the information helpful, but that they were having difficulty in applying the information. They felt that they needed practice in applying the information and especially needed help learning to respond to situations when disagreement occurred with authority figures. Parents suggested that it would be useful to develop scenario-based learning opportunities for future trainings and IPP coaching sessions. Parents also expressed concerns over the course of the project that while learning information about regional center services that could support independence and employment was useful, they could not envision their children being able to benefit from these services without further social skills training. These issues will be addressed in the proposed project for the 2019-2020 funding cycle. Focusing on these issues will enable parents to use the information they learn and help continue to break down barriers surrounding discomfort with challenging authority.

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

In the next funding cycle, VPDCA will focus exclusively on implementing its activities within the RCOC catchment area. Three of the currently funded project's objectives (Objective 1- Training; Objective 2: IPP Coaching, and Objective 3: Aging Caregiver Transition Planning) will continue in order to reach an expanded audience and serve as a basis for enhanced activities within each objective which will provide Vietnamese families of children with DD an opportunity for deeper learning, skill building through practice and scenario-based learning. Although the beginning of an "extended learning community" between Vietnamese parents at SG/PRC and OCRC was initiated during this project, replication of activities from this current project proved unfeasible owing to issues with scheduling, transportation, and alignment of agency goals. Parents at SG/PRC have indicated interest in attending events in Orange County as their schedules allow. Also, VPDCA Program Coordinators will seek the input of SG/PRC parents in planning future activities. VPDCA will extending its training (Objectives 1 and 3) and IPP Coaching (Objective 2) activities into its proposed project in 2019/2020. To address issues of putting information into practice, especially in the context of challenging authority, VPDCA will be working with Marc Purchin on creating scenario-based learning opportunities in which parents can practice mock situations where disagreement occurs with

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regional center. Mr. Purchin specializes in meeting facilitation and mediation for students with disabilities. He has experience in teaching groups and conducting one-on-one coaching in areas of looking at problems from different perspectives, articulating concerns, negotiating strategies, and bridging cultural differences. Fran Goldfarb (USC UCEDD), who developed the IPP Coaching model and has served as an IPP coach on the current project, will be available in the first six months of the project to provide transition support to IPP coaching activities as new material is integrated. Ms. Goldfarb's counterpart from the State Council on DD, Scarlett von Thenen, will continue her role as an IPP coach and consultant.

VPDCA is proposing to develop the following new programs to enhance their current resources. "Best Buddies" and "Circle of Friends" are long-standing programs based on natural supports to assist VPDCA youth and adults with DD and their families to plan and increase their independence, productivity and community integration. VPDCA will work with Vietnamese Student Associations and Best Buddies programs at local colleges and/or community colleges to develop, and if possible, pilot these programs. In addition, My Day Counts, a Job training and Employment vendor of RCOE that VPDCA has worked with in the past, will collaborate with VPDCA to do outreach to Vietnamese local businesses about paid internship opportunities for VPDCA youth and adult children to gain job readiness skills. VPDCA Program Coordinators will implement and provide oversight of these new programs, as part of their role to develop and sustain innovative programming.

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Section III. Proposal Summary (New and Reapplications)

a. Project title	Expanding the Capacity of Vietnamese Parents to Shape DD Services to Promote their Children's Maximal Independence, Productivity, and Integration into Community Life
b. Total amount requested	\$ 170,626.65
c. Projected number of individuals impacted	150
d. Duration of project (months)	12 months Start date: 03/01/2020 End date: 03/31/2021
e. RC(s) in the project catchment area(s)	Regional Center of Orange County (RCOC)
f. List the city(ies) your project proposes to serve:	Garden Grove, Long Beach, Huntington Beach, Anaheim, El Monte, Westminster, Palmdale, Santa Ana, Fountain Valley, Yorba Linda, West Covina, Norwalk, La Puente, Mission Viejo, Midway City, Brea, Lakewood, Rowland Heights, Los Angeles, Tustin, Irvine, Stanton
g. List the county(ies) your project proposes to serve:	Orange County Los Angeles County
h. If your project proposes to serve the City of Los Angeles, list the zip code(s) and/or community your project will serve*	93550, 91748, 90710
i. Will you be working with one or more CBO(s)?	<input checked="" type="checkbox"/> Yes*** <input type="checkbox"/> No
j. Will the project require aggregate data from the RC(s)?	<input type="checkbox"/> Yes*** <input checked="" 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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k. Project Type Selection(s)		
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"/> Translation (equipment, translator services, translating brochures or materials, etc.) <input type="checkbox"/> Outreach (community events, website or social media design, materials, etc.) <input type="checkbox"/> Workforce capacity (staff training, incentives for bilingual employees, etc.) <input type="checkbox"/> Parent education (online or in person trainings, workshops, etc.) <input type="checkbox"/> Promotora (Peers educating community members about access RC services) <input checked="" type="checkbox"/> Family/ consumer support services (1:1 coaching, enhanced case management, service navigation, etc.)	<input type="checkbox"/> Translation <input type="checkbox"/> Outreach <input type="checkbox"/> Workforce capacity <input checked="" type="checkbox"/> Parent education <input type="checkbox"/> Promotora <input 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
l. Target Population (Race/Ethnicity)		
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 type="checkbox"/> Hispanic		
<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 checked="" type="checkbox"/> Vietnamese	150	
<input type="checkbox"/> Other (list):		
m. Target Population: Language (select all groups the project will serve)		
<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 type="checkbox"/> Spanish
		<input type="checkbox"/> Tagalog
		<input checked="" type="checkbox"/> Vietnamese
		<input type="checkbox"/> Other (list):
n. Target Population: Age Group (select all groups the project will serve)		
<input type="checkbox"/> Birth up to Three (Early Start)	<input checked="" type="checkbox"/> 16 to 21	
<input type="checkbox"/> Three to Five	<input checked="" type="checkbox"/> 22 and older	
<input type="checkbox"/> Three to 21	<input checked="" type="checkbox"/> Other (list): 60+ (Aging Caregivers)	

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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): _____

Organization: PLEASE SEE ATTACHMENT A2 SIGNATURE PAGE

Signature: _____ **Date:** _____

Collaborative Proposals Only**

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

Subcontractor 1:

Authorized by (print name): _____

Organization: PLEASE SEE ATTACHMENT A2 SIGNATURE PAGE

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 title
Expanding the Capacity of Vietnamese Parents to Shape DD Services to Promote their Children's Maximal Independence, Productivity, and Integration into Community Life
1. What experience does the organization/group have working with the target population?
<p>This application is being submitted by the Vietnamese Parents of Disabled Children Association (VPDCA), a non-profit 501(c)(3) organization whose mission is to equip Vietnamese caregivers of children with disabilities with information on resources and supports, assist families to access services, and provide a forum for sustaining their cultural roots and assuring the transmission of the Vietnamese culture to their children. Its active membership includes 275 parents (1/3 of whom are over 60 years of age). VPDCA has successfully managed grants in the past, including a contract as a partner agency for the Opening Doors to Multi-Cultural Communities Planning initiative (B. Wheeler, PI), which led to strengthening their advocacy as an organization and as a collaborative, a partner in a Community Parent Resource Center (CPRC) (funded by US DOE) with Loving your Disabled Child and Parents of Watts (1990-2011), and provided parent training to Vietnamese families on accessing special education, a grant from the Wesmett Foundation to offset operational costs and to support VPDCA's cultural events in the community (e.g., Full Moon Festival), and a small grant from the Technical Assistance Alliance to publish a newsletter and conduct outreach efforts in Orange County.</p> <p>VPDCA is currently a Community Partner with the USC UCEDD in a 2-year (2017 – 2019) DDS Disparities Grant entitled Building the Capacity of the Vietnamese Community to Access and Utilize Regional Center Services. The VPDCA in partnership with USC ECEDD, staff of SCDD Orange County, staff of Orange County RC have conducted IPP coaching sessions, training/workshops on various topics for VN (Vietnamese) parents and families in the 2017- 2019 DDS awarded grant.</p>
2 Explain how the target population(s) are underserved using RC POS data or other data as supporting evidence of the disparity.
<p>The most recent purchase of service data (2017-2018) point to significant disparities in purchase of services between Asian and white consumers. At Regional Center of Orange County (RCOC), the amount spent per capita for white consumers (\$23,736) was more than twice the amount for Asian consumers (\$11,844). Disparities were much greater among adults. RCOC spent an average of \$3,000 more per capita on white than Asian youth (ages 3-21), but an average of \$11,793 more on white than Asian adults (ages 22 and older). Gaps in service utilization rates in 2017-2018 also point to significant inequities. At RCOC, utilization of services by Asian-identifying consumers (all ages) was lower than the average utilization rate across ethnic/racial groups and lower than white consumers by nearly 7 percentage points.</p> <p>These data reflect that Asian consumers are already underserved compared to white consumers, but among Asian groups, Vietnamese consumers appear to be among the most underserved. At RCOC, Vietnamese-speaking consumers outnumber Mandarin-, Cantonese-, Japanese-, and Korean- speaking consumers 4 to 1. However, they received the least amount of funds authorized and spent per capita compared to the other groups in 2017-2018. The percentage of Vietnamese-speaking consumers with no purchase of services was much higher at 24.8% than</p>

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Mandarin-speaking (15.2%), Japanese-speaking (14.3%), and Korean-speaking (10.8%) consumers.

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

- Through IPP coaching and practicing mock up IPP scenarios and training by a consultant in negotiation & conflict resolution, parents and families of the individuals who have developmental disabilities will build skills in speaking up, in doing negotiation with RC and in advocating for services and supports for their children's needs.
- With training and actively participating IPP coaching sessions, a team of 3 parent volunteers can support IPP coaching to other parents in the long term and provide its sustainability.
- Through training and shared experience from other parents, parents and families learn to establish and maintain a circle of support for their children beyond their immediate and extended family by including professional supported people, friends in their local churches, VN communities, non profit organization for their support in their children's IPP, and employment options.
- Individuals who have developmental disabilities can form and maintain friendship when they spend more time in their local VN communities and/or local non profit organizations (e.g. Special Olympics, Best Buddies).
- Approximately 100 VPDCA members (parents) in Orange County are 60 and older. With workshops, observations of services in the Community (e.g. Community Care Facility Level 2) and assistance with filling out an Individualized Transition Plan, VN Aging Caregivers will proactively put into place a transition plan for their aging children with a development disability.

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

Local regional centers have identified a need to focus on VN aging caregivers for the transition plan and to promote equity in services for VN families of individuals with DD.

- For IPP coaching and Mediation /addressing authority, VPDCA in partnership with staff of SCDD Orange County, USC UEDD will provide IPP coaching sessions for parents /families whose children ages are 16 and above. Based on feed-backs, lessons learned from the 2017-2019 grant, a training workshop for parents with IPP scenario based learning module (developed and provided by a consultant – Marc Purchin) will help parents to speak up to RC authority, to build up skills in negotiations and mediation in IPP meetings to come to a satisfactory results.
- Based on what we learned from Aging Caregiver baseline data collected in the 2017-2019 DDS grant, VPDCA in partnership with SCDD Orange County and OCRC will integrate those into

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the 2019 -2021 DDS grant which includes site visits to the CCF level 2 and hands on training workshops of Transition plan for aging care givers and completion of the Transition Plans.

- Training plan for parents/families is planned for sessions which will include Self Determination series, Circle of Friends, IPP coaching and Mediation/Addressing Authority, Level 2 CCF; Transition plan Adult relationship/Dating/Sex, and more.

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 is specifically focusing on one ethnic group: Vietnamese parents of children with DD. VPDCA has the capacity to recruit participants for this project as well as to bring the work of this project to the membership of their organization. Most of those parents have limited English speaking capabilities.

At this time, the only other project in the proposed catchment area that is focused on linking Vietnamese families to regional center services is the grant titled "Vietnamese Outreach Coordinator" at RCOG. This project funds a Vietnamese-speaking service coordinator to conduct outreach to the Vietnamese community. Our two projects work synergistically to increase the Vietnamese community's access to services and inspire trust in the system. RCOG's service coordinator has been highly involved in our current grant (17-C9). She has attended training sessions in support of our project and served as a general resource to our parents when they want more information. When parents have expressed discomfort with having regional center personnel present at certain sessions, she has respected their needs to privacy. RCOG has been supportive of our project activities, and we look forward to working with them on the proposed project to further strategize how our families can express their needs to their service team-- even when disagreement may occur-- and how our children can better access and benefit from services that have the potential to increase their independence, productivity, and integration into the community.

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

Throughout the course of the current grant (C17-9), VPDCA has been collecting qualitative data at each training and IPP coaching session to ask parents what could be improved about the project and what they still need help with. Parents responses have suggested that the information that they are learning is useful, but that they are not confident in being able to apply it. This concern has been validated by our program coordinators, who are also parents of children with disabilities, in our team meetings. VPDCA recently held a meeting with our active membership to gather input about how we could address this concern if we were funded again. Our community reported that they especially needed help with practicing how to advocate for their families' needs when disagreements arise with their service coordinators. Members reported that prior disagreements had centered around issues such as access to or quality of ABA services, respite care, and day programs. When we asked for more context about why families were

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uncomfortable speaking up about disagreements, they reported that their service coordinators seemed unexperienced, busy, and not in coordination, or alignment, with their needs. One parent responded, "The RC treats us not as a unique individual but like one size fit all." This feedback was used to inform new project activities around mediation and scenario-based learning.

Qualitative data collected over the course of the project have also suggested that parents are concerned about their children's ability to benefit from services promoting employment community integration because they need more social skills and communication training. 30 parents were surveyed to ask about their children's relationships and friendships. Only 17% (5/30) said that their children had meaningful social relationships. Examples of parents' concerns were highlighted by comments such as "My son...does not know how to express himself when he needs something" and "He had online friends and it became really bad it brought him to depression." This feedback was used to inform the development of activities in the proposed project centered around expanding consumers' social networks through a program modeled on "Best Buddies" and "Circle of Friends." Local vendor My Day Counts will also be helping us approach Vietnamese-run businesses in our community to discuss how our children could engage in paid internships that help them learn social skills and job readiness skills in a natural environment.

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.

The organization will leverage and build upon:

- 1) Collaboration with SCDD, RCOC, and USC UCEDD to provide training workshops on relevant topics that can benefit the individual with DD and their families. VPDCA will support parents in developing and providing lists of actionable steps and timelines at the end of each training workshop that they can continue to reference. VPDCA organizes follow ups with parents and supported agencies to assure that parents can continue to get support for the agencies and their questions can be answered.
- 2) Strategies for sustaining IPP coaching, Aging caregivers and development of Transition plans, and increase the individual with DD independence, productivity and integration into the community include :
 - a. Building and training a core team of 2-4 parents in each area (IPP coaching, Aging Caregivers, Training/Workshop; employment options) who can continue to support :Vietnamese parents/families after the completion of the project.
 - b. Organizing VPDCA parents support meetings so that experienced VN parents can share their positive experience in IPP meetings, their success stories in building a circle of friends for their children and integrating them into the local communities; their experience in developing a Transition Plan for aging children.
 - c. Seeking out and involving VN student associations at local colleges, VN Boy scout groups to support the VPDCA children in volunteering their time in promoting social skills, communication, and meaningful friendships.

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- d. Promoting arts and dance in VPDCA, with a focus on building community gatherings around children's performances to increase children's self confidence and continue to raise the parents' expectation of their children's capabilities.
- e. Seeking out and involving local VN community business leaders to support VPDCA donations and/or giving VPDCA individuals with DD the opportunities to do volunteer work and/or perform paid internships at their local business

DISPARITY FUNDING PROPOSAL – SCHEDULE OF ACTIVITIES AND MEASURES

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Year 1 Goal: (Part 1/3) Maximize the potential of Vietnamese consumers to achieve independence, productivity, and intergration into their communities through activities centered on the following: increasing parents' mediation skills, increasing consumers' social and communication skills, increasing consumer employment prospects through relationship-building with local, Vietnamese-run businesses, and increasing parent education on emerging areas of interest and need.

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 IPP Coaching Mediation Modules	<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	Consultant (Marc Purchin) will develop scenario-based learning modules focused on mediation and negotiation techniques for IPP Coaching Series	<input type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input checked="" type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE: <input type="checkbox"/> Not applicable	Module development	1 package of completed materials (presentation, facilitator's guide, or worksheets, etc.)	<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
IPP Coaching Staff Training	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20-9/30/2020	Program Coordinator (Lisa Nguyen) will	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment	Hours of training	2 hours of training per staff member	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20-9/30/2020

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)
	<input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21	train 2 VPDCA members to assist in IPP Coaching recruitment and coordination activities	<input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE: <input type="checkbox"/> Not applicable			<input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21
Recruit 5 parents x 2 cohorts for IPP Coaching with Mediation	<input checked="" 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	Program coordinator (Lisa Nguyen), IPP coaching staff, and VPDCA project 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	Number of parents recruited	5 parents x 2 cohorts (10 Total Parents)	<input checked="" 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
Conduct IPP Coaching with Mediation x 2 Cohorts	<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	Consultant (Scarlett von Thenen) Program 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	Number of sessions conducted	4 sessions x 2 cohorts (8 Total Sessions)	<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 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)
		(Lisa Nguyen)	<input type="checkbox"/> Other: PLEASE DESCRIBE: <input type="checkbox"/> Not applicable			
IPP Coaching with Mediation Attendance	<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	VPDCA Project 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	Number of session participants	At least 4/5 (80%) of recruited participants will complete all 4 IPP Coaching Sessions	<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 checked="" type="checkbox"/> 01/01/21 – 3/31/21
Complete pre-post measures for IPP Coaching with Mediation	<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	Participants will complete pre/post measures for IPP Coaching using surveys that have been updated by evaluator	<input 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 points on 5-pt Likert scale that parents' understanding of RC services, understanding of their IPP, feelings of preparedness for their IPP, and perception of self-efficacy in mediating disagreements increase	Parents' scores will increase an average of 2 points across categories (Expected Outcome Based on Prior IPP Coaching Cohorts) Reports will report qualitative examples of increased knowledge, skills, and self-efficacy	<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 checked="" type="checkbox"/> 01/01/21 – 3/31/21

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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)
		(USC UCEDD)		Qualitative measures capturing change in knowledge and attitudes		
Technical Assistance for IPP Coaching with Mediation	<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	IPP Coaching consultant (Fran Goldfarb, USC UCEDD) will provide TA to IPP coaching personnel/st aff following addition of mediation modules	<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
Gather Information about Best Buddies and Circle of Friends Programs	<input 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 type="checkbox"/> 01/01/21 – 3/31/21	VPDCA Vice President (Tien Nguyen) will contact Best Buddies regional offices and	<input type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input checked="" type="checkbox"/> Stakeholder feedback <input checked="" type="checkbox"/> Materials developed	Qualitative findings from discussions	Written summary of information discussed in calls or meetings Presentation of findings to VPDCA personnel	<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

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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)
		local Circle of Friends programs to learn about program fundamentals and discuss strategies for adapting the programs to the Vietnamese community	<input type="checkbox"/> Other: PLEASE DESCRIBE: <input type="checkbox"/> Not applicable			
Establish Working Group	<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	VPDCA will recruit 3-5 members, in addition to program coordinators, to serve on a working group to adapt elements of Best Buddies and	<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	Number of members recruited for working group	3-5 members recruited	<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

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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)
		Circle of Friends programs to the Vietnamese population				
Create action plan	<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	Working group will create an action plan for developing a Social Skills Support Program for VPDCA Consumers	<input type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input checked="" type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE: <input type="checkbox"/> Not applicable	Development of an action plan	1 written Action Plan developed	<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

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Year 1 Goal: [Part 2/3.] Maximize the potential of Vietnamese consumers to achieve independence, productivity, and intergration into their communities through activities centered on the following: increasing parents' mediation skills, increasing consumers' social and communication skills, increasing consumer employment prospects through relationship-building with local, Vietnamese-run businesses, and increasing parent education on emerging areas of interest and need.

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)
Implement Action Plan	<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	VPDCA working group will implement action plan. Action plan activities will center on (but will not be limited to) working with Best Buddies chapters and Vietnamese Student Association chapters at CSU	<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	Number of activities completed on action plan	Complete all (100%) of activities listed on action plan	<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

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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)
		Fullerton/Long Beach and/or UC Irvine to match VPDCA adult consumers with college buddies; and arranging Circle of Friends experts to provide training to VPDCA parents.				
Create Paid Internship Model	<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 type="checkbox"/> 01/01/21 – 3/31/21	VPDCA Vice President (Tien Nguyen) and consultant My Day Counts will	<input type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input checked="" type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE:	Development of paid internship model	1 Model Developed	<input 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 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)
		co-develop model for integrating paid internships for Vietnamese consumers at local, Vietnamese -run business	<input type="checkbox"/> Not applicable			
Recruit VPDCA members to participate in focus group	<input 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 type="checkbox"/> 01/01/21 – 3/31/21	VPDCA President(Hung Nguyen) and Vice President(Tien Nguyen) will contact VPDCA members to assess interest in participating in a focus group to	<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	Number of participants recruited for focus group	3-5 participants will be recruited	<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

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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)
		identify potential business partners in the community and discuss strategies for approaching them				
Convene focus group	<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	VPDCA Vice President (Tien Nguyen) will convene focus group and facilitate consensus-building. Evaluator (USC UCEDD) will record responses and identify	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input checked="" type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE: <input type="checkbox"/> Not applicable	Focus group convened Qualitative feedback on identifying and approaching business partners	1 focus group will be convened Summary of key themes from focus group	<input 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 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)
		key themes.				
Contact prospective business partners	<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	VPDCA Vice President will contact prospective business partners to provide overview of internship model and arrange in-person meetings	<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
Meetings with prospective business partners	<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	VPDCA Vice President and My Day Counts will meet in-person with local businesses who have indicated interest in	<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	Number (%) of businesses contacted by phone who receive a follow-up meeting in-person	100% of businesses who express interest by phone in the internship model will receive a follow-up, in-person meeting	<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

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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)
		the paid internship model				
Educational Trainings- Staff Training	<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	Program coordinator (Thuy Khanh Nguyen) will train 2 VPDCA members to assist in educational trainings coordination and outreach	<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	Hours of training	2 hours of training per staff member	<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
Recruit speakers for educational trainings	<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 coordinator (Thuy Khanh Nguyen) and training staff will arrange for speakers with topic	<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 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

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)
		expertise in emerging areas of need (e.g., self-determination) to present to parents. Consultant Marc Purchin will also deliver a group training session on mediation to reach a broader audience.	<input checked="" type="checkbox"/> Not applicable			
Deliver educational trainings on emerging areas of need	<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	Speakers recruited (e.g., vendors, CBOs, experts, DD Network partners)	<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	Number of trainings delivered	1 Training per quarter	<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

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)
		will deliver trainings	DESCRIBE: <input type="checkbox"/> Not applicable			
Educational Trainings Attendance	<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	VPDCA project 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	Number of attendees at educational trainings	At least 10 parents will attend each training	<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

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: [Part 3/3] Maximize the potential of Vietnamese consumers to achieve independence, productivity, and intergration into their communities through activities centered on the following: increasing parents' mediation skills, increasing consumers' social and communication skills, increasing consumer employment prospects through relationship-building with local, Vietnamese-run businesses, and increasing parent education on emerging areas of interest and need.

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)
Rate the Educational Trainings	<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	Evaluator (USC UCEDD) will develop surveys for each training VPDCA Project coordinator will administer surveys and transmit data to evaluator	<input 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 checked="" type="checkbox"/> Other: PLEASE DESCRIBE: Satisfaction <input type="checkbox"/> Not applicable	Parent Satisfaction with training session using 5 pt Likert scales Parent knowledge and attitudes using quantitative and qualitative measures	Parents will rate all areas of satisfaction (helpfulness of training, usefulness of ideas/materials, quality of speaker, quality of presentation, quality of translation) an average of 4.0 or better At least 80% of parents will report an increase in knowledge or positive shift in attitudes as it relates to the training topic.	<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
Staff Training	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20-9/30/2020	Program Coordinator (Kimberly)	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post	Hours of training	2 hours of training per staff member	<input checked="" type="checkbox"/> 3/01/20 – 6/30/2020 <input type="checkbox"/> 07/01/20-9/30/2020

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"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21	Do) will train 1 or 2 VPDCA members to assist in Aging Caregiver training coordination and outreach	survey/assessment <input type="checkbox"/> Stakeholder feedback <input type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE: <input type="checkbox"/> Not applicable			<input type="checkbox"/> 10/01/20 – 12/31/2020 <input type="checkbox"/> 01/01/21 – 3/31/21
Develop materials for Aging Caregiver Trainings	<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	Consultant (Scarlett von Thenen-SCDD) will work in collaboration with VPDCA program coordinator to develop training curricula/materials	<input type="checkbox"/> Count <input type="checkbox"/> POS <input type="checkbox"/> Pre/post survey/assessment <input type="checkbox"/> Stakeholder feedback <input checked="" type="checkbox"/> Materials developed <input type="checkbox"/> Other: PLEASE DESCRIBE: <input type="checkbox"/> Not applicable	Development of training materials	1 presentation and corresponding handouts developed for each training	<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
Conduct Aging	<input type="checkbox"/> 3/01/20 – 6/30/2020	Consultant (Scarlett	<input checked="" type="checkbox"/> Count <input type="checkbox"/> POS	Number of trainings conducted	1 general training per quarter and at least 1	<input type="checkbox"/> 3/01/20 – 6/30/2020

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)
Caregiver Trainings	<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	von Thenen-SCDD) will work in collaboration with VPDCA program coordinator to deliver trainings and provide one-on-one individualized transition plan development support	<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		one-on-one training per quarter	<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
Baseline survey of of transition planning and supports	<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	VPDCA project coordinator will administrate baseline survey (already developed) for	<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:	Number of attendees new to the training series who complete baseline survey	60% of new attendees will complete baseline survey	<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

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)
		attendees new to training	<input type="checkbox"/> Not applicable			
Attendance	<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	VPDCA project 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	Number of participants	At least 10 participants per training for general training session and 3-5 participants per each one-on-one session	<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
Rate the Aging Caregiver Trainings	<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	Evaluator (USC UCEDD) will develop surveys for each training VPDCA Project coordinator will administer surveys and	<input 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 checked="" type="checkbox"/> Other: PLEASE DESCRIBE: Satisfaction <input type="checkbox"/> Not applicable	Parent Satisfaction with training and transition plan development assistance using 5 pt Likert scales Parent knowledge and attitudes using quantitative and qualitative measures	Parents will rate all areas of satisfaction (helpfulness of training, usefulness of ideas/materials, quality of speaker, quality of presentation, quality of translation) an average of 4.0 or better Parents will rate quality of one-on-one transition plan development an	<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

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)
		transmit data to evaluator			average of 4.0 or better At least 80% of parents will report an increase in knowledge or positive shift in attitudes as it relates to the Aging Caregiver training topic.	
Visit Community Care Facility (CCF)	<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	Program coordinator will arrange visit to local CCF Level II to provide example of residential options	<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 checked="" type="checkbox"/> 01/01/21 – 3/31/21
	<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		<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"/> 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

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"/> Other: PLEASE DESCRIBE: <input 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		<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 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 Funds Program
SERVICE BUDGET (ATTACHMENT D-1)

Applicant Name and Address
 Vietnamese Parents with Disabled Children Association
 (VPDCA)
 7526 Syracuse Avenue
 Stanton, CA 90680

Year 1 Annual Budget

Line No.	PERSONNEL-Salary and Benefits		Annual Salary	Annual FTE to Disparity Grant (Percentage)	Annual Cost to Disparity Grant
1	Name: Tien Nguyen Title/Position: Project Director	<input checked="" type="checkbox"/> Existing Position <input type="checkbox"/> New Position	\$38,400.00	100%	\$38,400.00
2	Benefits: Hourly / No Benefits				
3	Name: Hung Nguyen Title/Position: VPDCA President	<input checked="" type="checkbox"/> Existing Position <input type="checkbox"/> New Position	\$5,760.00	100%	\$5,760.00
4	Benefits: Hourly / No Benefits				
5	Name: Thanh Nguyen Title/Position: Project Coordinator	<input checked="" type="checkbox"/> Existing Position <input type="checkbox"/> New Position	\$24,000.00	100%	\$24,000.00
6	Benefits: Hourly / No Benefits				
7	Name: Lisa Nguyen Title/Position: Program Coordinator, IPP Coaching	<input checked="" type="checkbox"/> Existing Position <input type="checkbox"/> New Position	\$4,320.00	100%	\$4,320.00
8	Benefits: Hourly / No Benefits				
9	Name: TBA Title/Position: 2 IPP Coaching staff, 1 Parent Training staff, 1 Aging Caregivers staff	<input type="checkbox"/> Existing Position <input checked="" type="checkbox"/> New Position	\$2,000.00	100%	\$2,000.00
10	Benefits: Hourly / No Benefits				
11	Name: Thuy Khanh Nguyen Title/Position: Program Coordinator, Parent Training	<input checked="" type="checkbox"/> Existing Position <input type="checkbox"/> New Position	\$3,600.00	100%	\$3,600.00
12	Benefits: Hourly / No Benefits				
13	Name: Kimberly Do-Trinh Title/Position: Program Coordinator, Aging Caregiver Transition Planning	<input checked="" type="checkbox"/> Existing Position <input type="checkbox"/> New Position	\$3,600.00	100%	\$3,600.00
14	Benefits: Hourly / No Benefits				
15	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position			
	Benefits: Hourly / No Benefits				

	Personnel Subtotal		\$81,680.00
	OPERATING EXPENSES		
16	Webpage, advertise and outreach events		\$2,000.00
17	Office supplies, Stamps, mailing and printing materials		\$4,000.00
18	Equipments		\$2,500.00
19	Mileage		\$2,725.00
20	Meeting and child care expenses		\$5,000.00
21	Social events and activities support expenses		\$3,000.00
22	Training speakers stipends		\$4,800.00
23	Translator/interpreter fees		\$3,294.00
24	VPDCA.xlsx"		\$39,372.00
	Operating Subtotal		\$66,691.00
	ADMINISTRATIVE/INDIRECT COSTS		
25	Facilities/Administrative Costs		\$22,255.65
26			
27			
28			
29			
30			
	Administrative/Indirect Cost Subtotal		\$22,255.65
	TOTAL (rounded to nearest dollar)		\$170,626.65

MAXIMUM BUDGET

\$170,627.00

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

Applicant Name and Address
 vietnamese Parents with Disabled Children Association
 (VPDCA)
 7526 Syracuse Avenue
 Stanton, CA 90680

Year 1 Annual Budget

Line No.		PERSONNEL-Salary and Benefits	Annual Salary	Annual FTE to Disparity Grant (Percentage)	Annual Cost to Disparity Grant
1	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position			
2	Benefits:				
3	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position			
4	Benefits:				
5	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position			
6	Benefits:				
7	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position			
8	Benefits:				
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: Hourly / No Benefits				
15	Name: Title/Position:	<input type="checkbox"/> Existing Position <input type="checkbox"/> New Position			
	Benefits: Hourly / No Benefits				
Personnel Subtotal					
OPERATING EXPENSES					
16	Scarlett VonThenen, OC SCDD IPP and CCF Consultant				\$3,000.00
17	Marc Purchin, Mediation Consultant				\$3,000.00
18	My Day Counts, Orange County Adult Achievement Center DE				\$9,000.00
19	USC UCEDD, Subcontract				\$15,660.18
20	TBD Evaluator and Data Analysis Consultant				\$8,711.82

21			
22			
23			
24			
	Operating Subtotal		\$39,372.00
ADMINISTRATIVE/INDIRECT COSTS			
25			
26			
27			
28			
29			
30			
	Administrative/Indirect Cost Subtotal		
	TOTAL (rounded to nearest dollar)		\$39,372.00

Project Total

\$170,627

PROJECT BUDGET NARRATIVE WORKSHEET

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

Organization Name
Vietnamese Parents with Disabled Children Association (VPDCA)
Project Title
Expanding the Capacity of Vietnamese Parents to Shape DD Services to Promote their Children's Maximal Independence, Productivity, and Integration into Community Life
Project Duration (start and end date)
Start Date: 03/01/2020 End Date: 03/31/2021 Number of Months: 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: Project Director	Administrative responsibility for the execution and oversight of this grant. (20 hrs/week x 4 weeks/month x 12 months @ \$40/hr)
2	Benefits: Project Director	Hourly pay and no benefits
3	Title/Position: VPDCA President	VPDCA President - Hung Nguyen (Organizational leadership 12 hrs/month x 12 months @ \$40/hr)
4	Benefits: VPDCA President	Hourly pay and no benefits
5	Title/Position: Project Coordinator	VPDCA Coordinator (20 hrs/week x 4 weeks x 12 months @ \$25/hr). Responsible for recruiting participants, scheduling and event support in collaboration and collecting evaluation data (forms from UCEDD) for 9 monthly educational sessions for parents, IPP Coaching Workshops, and Transition Planning for Aging Caregivers
6	Benefits: Project Coordinator	Hourly pay and no benefits
7	Title/Position: Program Coordinator, IPP Coaching	Responsible for IPP Coaching program for VPDCA. The goal of IPP Coaching, is to help small groups of parents (3-4 parents/cohort) learn about : 1) what is in their child's IPP; 2) how to work with the regional center to develop an IPP that meets their child's needs, 3) how to monitor whether their child is getting the services promised in their IPP. Each IPP Coaching series involves 4 sessions. Also responsible for collecting evaluation data on the IPP Coaching Activity and sending to the UCED
8	Benefits: Program Coordinator, IPP Coaching	Hourly pay and no benefits
9	Title/Position: 2 IPP Coaching staff, 1 parent training staff, 1 Aging Caregivers staff	Will work with the Program Coordinators to coordinate the IPP coaching "clinic" for more cohorts of parents, supporting training and coordinate the Aging Caregivers' activities. Stipend for 12 months: \$500 each x 4
10	Benefits: 2 IPP Coaching staff, 1 parent training staff, 1 Aging Caregivers staff	Hourly pay and no benefits
11	Title/Position: Program Coordinator, Parent Training	Responsible for coordinating 1 training/quarter for VPDCA members on emerging topics of interest (e.g., Self-Determination, Mediation skills to challenge authority, Sibling support groups, etc). In addition, to coordinate collection of evaluation data in her program area and sending to the

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
		UCEDD for analysis. \$30/hr x 10 hrs/mo x 12 months
12	Benefits: Program Coordinator, Parent Training	Hourly pay and no benefits
13	Title/Position: Program Coordinator, Aging Caregiver Transition Planning	Responsible for guiding and linking families to services for their Aging Caregiver Transition Plan and to administer the Aging caregiver survey to new parents as requested. Data are sent to the UCEDD to evaluate these surveys. \$30/hr x 10 hrs/month x 12 months
14	Benefits: Program Coordinator, Aging Caregiver Transition Planning	Hourly pay and no benefits

Operating Expenses

Line Number	Line Item	Description
16	Website, advertise and outreach events	Pay for VPDC's website maintenance (http://www.vpdca.info), hosting and updating needed materials. Also pay for any advertise or outreach events to brand out the VPDC name to the communities
17	Office supplies, stamps, mailing and printing materials	Pay for general office supplies, software, stamps and postage, mailing and printing materials such as papers, labels, ink cartridges, etc.
18	Equipments	Pay for computers, printers, headsets for translation, and others
19	Mileage	5000 miles @ \$0.545/mile -- for travel meetings and activities related
20	Meeting and child care expenses	Pay for anything related to meetings/trainings and people who can watch the children with DD so that the parents can attend the meetings and trainings without being interrupted
21	Social events and activities expenses	Pay for social events and activities such as art and dance class and other classes, parent support group, circle of friends, sibling group, Best Buddy, etc.
22	Training speakers tipends	Pay for speakers of trainings \$200/speakers
23	Translators/interpreters fees	Pay for the translation service during trainings and meetings (\$50/hr * 64 hours)
		SEE MORE ITEMS in the additional file named "19-C16 Revised D2-2 VPDC.docx"

Administrative/Indirect Costs

Line Number	Line Item	Description
25	Facilities/Administrative Costs - 15%	.15 Consortium/Contractual costs that cover facilities and administrative overhead which pays for the office and meeting room rentals for training/meetings and social activities

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

PROJECT BUDGET NARRATIVE WORKSHEET

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

Organization Name
Vietnamese Parents with Disabled Children Association (VPDCA)
Project Title
Expanding the Capacity of Vietnamese Parents to Shape DD Services to Promote their Children's Maximal Independence, Productivity, and Integration into Community Life
Project Duration (start and end date)
Start Date: 03/01/2020 End Date: 03/31/2021 Number of Months: 12

Salary/Wages and Benefits

Line Number	Line Item	Description of Position Duties and FTE Allocation for Title/Position AND Description of Benefits
	Title/Position: [REDACTED]	[REDACTED]
	Benefits: [REDACTED]	[REDACTED]
	Title/Position: [REDACTED]	[REDACTED]
	Benefits: [REDACTED]	[REDACTED]
	Title/Position: [REDACTED]	[REDACTED]
	Benefits: [REDACTED]	[REDACTED]
	Title/Position: [REDACTED]	[REDACTED]
	Benefits: [REDACTED]	[REDACTED]
	Title/Position: [REDACTED]	[REDACTED]
	Benefits: [REDACTED]	[REDACTED]
	Title/Position: [REDACTED]	[REDACTED]
	Benefits: [REDACTED]	[REDACTED]
	Title/Position: [REDACTED]	[REDACTED]
	Benefits: [REDACTED]	[REDACTED]

Operating Expenses

Line Number	Line Item	Description
16	Marc Purchin, Mediation Consultant	Training on strategies to challenge authority figures within the context of IPP Planning and Participation in the IPP meeting. \$2500 daily rate + \$500 (expenses)
17	My Day Counts, Orange County Adult Achievement Center DBA My Day Counts, Employment Consultant	Consultation on development of paid internships and approaching local businesses 5 hours per month @ \$150 per hour = \$750 per month x 6 months = \$4,500 for 6 months \$4,500 x 2 = \$9,000
18	USC UCEDD, Subcontract	See USC UCEDD's subcontract budget narrative attachment
19	Scarlett VonThenen, OC SCDD IPP and CCF Consultant	Pay for Scarlett VonThenen who from Orange County State Council of Developmental Disability for her consultation regarding IPP and Community Care Facility related to Aging Caregivers objective
20	TBD Evaluator and Data Analysis Consultant	Pay for this person to perform evaluation forms and data collection analysis for reporting to DDS. This position was

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
		originally being taken cared by Lauren Schenker from USC UCEDD. However, she left USC UCEDD to work for different company and USC UCEDD does not have anyone to replace her position. That is why VPDCA to take over this position and will find a consultant to do this job.

Administrative/Indirect Costs

Line Number	Line Item	Description