

**APPLICATION REPORT**

**Project Name:** La Familia Service Access Program  
**Applicant Organization:** La Familia Counseling Service  
**Awarded Amount:** \$250,000.00  
**Funding Announcement Name:** Promoting Service Access and Equity Grant



**PROJECT SUMMARY**

La Familia Service Access Program (SAP) provides culturally and linguistically competent services to Hispanic and Spanish speaking individuals with intellectual and developmental disabilities and their families in Alameda and Contra Costa counties.

APPLICANT INFORMATION	APPLICANT RESPONSE	ATTACHMENTS
<b>Applicant Eligibility</b>		
<b>Applicant Information</b>		
<b>1. Project Title</b> What is the exact Title?	<b>Applicant Response</b> La Familia Service Access Program (SAP)	
<b>2. Awarded Amount</b>	<b>Applicant Response</b> \$250,000.00	
<b>3. Organization Type</b> Choose the response that best describes your organization.	<b>Applicant Response</b> Community Based Organization (CBO), 501(c)(3)	
<b>4. Description of organization/Group</b> Provide a brief description of the organization/group. Explain what experience your organization has managing a project similar to the proposal and state the outcomes of that project. You may upload your brochure and add a website link.	<b>Applicant Response</b> La Familia was founded in 1975 by community members committed to advancing health equity through increased access to culturally appropriate mental health services for the Latinx community and other underserved populations. Our agency remains committed to our mission of providing underserved multi-cultural communities with the tools and support necessary to build resilience, wellness, and empowerment.  Since 1977, under contract with the Regional Center of the East Bay (RCEB), La Familia has provided case management and advocacy to thousands of individuals diagnosed with developmental disabilities and their families. Since 2018, La Familia has been the recipient of the Promoting Service Access and Equity program (formerly Disparity Funds program) grant and has served over 1,900 individuals and families. Feedback from participants and stakeholders has demonstrated that our program successfully increases access to RCEB services, and reduces disparities for Latino Regional Center clients.	1
<b>5. Applicant in Good Standing</b> Is the applicant in good standing with the California Secretary of State, California Franchise Tax Board, and California Department of Tax and Fee Administration? Please upload confirmation letter(s) proof of good standing.	<b>Applicant Response</b> Yes	1
<b>6. Subcontractors in Good Standing</b> Are the applicant's subcontractors in good standing with the California Secretary of State, California Franchise Tax Board, and California Department of Tax and Fee Administration?	<b>Applicant Response</b> Not Applicable	
<b>Grant Reapplication Information</b>		
<b>Grant Reapplications</b>		
<b>1. Previous Award(s)</b>	<b>Applicant Response</b>	

APPLICANT INFORMATION	APPLICANT RESPONSE	ATTACHMENT												
<p>Did your organization receive DDS grant funding in fiscal year 2019-2020-21? If yes, go to question 2 to complete each column. If not, skip this category and go to category 3.</p>	<p>Yes</p>													
<p><b>2. Previous Grant Award(s)</b></p> <p>Since fiscal year 2019, complete a row for each DDS Service Area and Equity grant your organization was awarded funding.</p>	<p><b>Applicant Response</b></p> <table border="1" data-bbox="483 415 1328 632"> <thead> <tr> <th data-bbox="483 415 703 495">Year Awarded</th> <th data-bbox="703 415 909 495">Project Title</th> <th data-bbox="909 415 1120 495">Grant Number</th> <th data-bbox="1120 415 1328 495">Award Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="483 495 703 562">2019-2020</td> <td data-bbox="703 495 909 562">La Familia Disparity Funds program</td> <td data-bbox="909 495 1120 562">19-C13</td> <td data-bbox="1120 495 1328 562">\$320,428</td> </tr> <tr> <td data-bbox="483 562 703 632">2020-2021</td> <td data-bbox="703 562 909 632">La Familia Disparity Funds program</td> <td data-bbox="909 562 1120 632">20-C13</td> <td data-bbox="1120 562 1328 632">\$330,500</td> </tr> </tbody> </table>	Year Awarded	Project Title	Grant Number	Award Amount	2019-2020	La Familia Disparity Funds program	19-C13	\$320,428	2020-2021	La Familia Disparity Funds program	20-C13	\$330,500	
Year Awarded	Project Title	Grant Number	Award Amount											
2019-2020	La Familia Disparity Funds program	19-C13	\$320,428											
2020-2021	La Familia Disparity Funds program	20-C13	\$330,500											
<p><b>3. Previous Grant Outcomes</b></p> <p>Provide a brief grant summary of your project outcomes for fiscal year 2019-20 and/ or 2020-21.</p>	<p><b>Applicant Response</b></p> <p>During the current fiscal year, starting May of this year, La Familia planned to serve 250 Regional Center clients and their families. To date, this program has served 494 individuals and implemented innovative outreach and engagement strategies including the facilitation of 10 orientations with a total of 119 attendees, 10 parent workshops reaching over 360 parents, 10 trainings for parent leaders, and 20, one-on-one mentoring sessions. As reported in our most recent quarterly report, 80% of orientation attendees reported feeling comfortable with Regional Center services and their ability to self-advocate and 100% of Parent Leaders expressed a feeling of increased confidence in their ability to help the families (see attachment for full report). The report demonstrates that our program is not a tick-the-box exercise and deliverables proposed in the Request for Proposal Worksheet, and most importantly, to increase service access and ensure equitable support for Latin RCEB clients and their families.</p> <p>Through the pandemic, our program has played a vital role by connecting with families and providing information and updates on DDS directives through regional centers, RCEB community meetings, and other basic uses including COVID-19 testing, vaccination scheduling, and community-based COVID-19 distribution events.</p> <p>During 2019-2020, La Familia facilitated 15 orientations totaling 370 participants, 39 workshops totaling 1032 participants, and 10 parent support groups with 144 parents actively participating. As stated in our final report, we conducted the first Latino Equity Summit (Encuentro Latino de Equidad). This event was an open space for individuals with Intellectual and Developmental Disabilities and their families to share their input about their needs and barriers to obtaining services as well as ideas for improving the service access equity among the Spanish-speaking population. For this event, we collaborated with RCEB Equity and Diversity Specialists who attended to share about inequities in the RCEB and listen to families. This event took place virtually on Saturday, February 27, 2021, with a total of 222 participants: including 39 consumers, 170 advocates, and 13 professionals who attended this event.</p> <p>Through service to the Latino RCEB community, we experience firsthand the impact of these services on families as they build self-advocacy and leadership skills and utilize Regional Center services that empower and foster resilience.</p> <p>We have received positive feedback about our program, from participants, Regional Center Staff, and other key community stakeholders who share in our commitment to educate RCEB disabilities eligible, Latin Regional Center consumers. See the attached email testimonial from Maria Del Sol Hernandez, the mother of a 16-year-old child with a learning disability and autism and serves as a Parent Leader for our support group in Richmond, CA. (See attached testimonials and reports)</p>	<p>4</p>												
<p><b>4. Project Transition</b></p>	<p><b>Applicant Response</b></p>													

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENT
<p>If awarded, how will you convert the proposed project into the 2021-22 proposed project? Does your proposed project expand on previous activities, measures, or target groups are being added? Provide a summary of the differences and reasons why you are proposing the change.</p>	<p>La Familia's current period will end April 30, 2022. Upon award, services will continue with the new project starting May 1, 2022. Key staff for this project are hired and trained, with infrastructure in place to ensure seamless continuation of all current activities including, monthly orientations and outreach activities in alignment with DDS guidelines and project objectives. The La Familia Service Access Program (SAP) has consistently implemented program activities, meeting and exceeding objectives. All current services and outreach will continue to be conducted in-person and virtually to ensure equitable access.</p> <p>To expand on current project, La Familia will add a new Leadership Development training series, targeting Hispanic, Spanish-speaking parents and caregivers. Participants will have hands-on opportunities to develop self-advocacy and public speaking skills, increasing their confidence in seeking and navigating Regional Center services and community resources. Participants will attend lecture-style training sessions, committee meetings, and community workshops and out each events.</p> <p>As part of the added measures, La Familia staff anticipate enrolling at least 10 parents and caregivers into our first leadership development cohort, with 90% reporting increased confidence in self-advocacy, public speaking, digital literacy, and ability to navigate services inside and outside the RC system.</p> <p>La Familia proposes the integration of formal leadership development training as a direct effort to expand our impact, based on our experience serving and integrating with Regional Center clients and families. Our leadership development training curriculum will provide additional space for parents and caregivers to build confidence, practice what they are learning, and challenge themselves in a safe, culturally, and linguistically competent environment.</p>	

General Application		
Proposal Summary		
<p><b>1. Project Type</b></p> <p>Choose the project type that best describes your activities from the list below:</p>	<p><b>Applicant Response</b></p> <p>Educational and Training</p>	
<p><b>2. Duration of project</b></p> <p>Choose the duration for your project.</p>	<p><b>Applicant Response</b></p> <p>12 months</p>	
<p><b>3. Regional Centers</b></p> <p>Choose the Regional Center(s) that you project will serve. Check all that apply.</p>	<p><b>Applicant Response</b></p> <p>Regional Center of the East Bay</p>	
<p><b>4. Counties Served</b></p> <p>List the county/ counties you project to serve. Check all that apply.</p>	<p><b>Applicant Response</b></p> <p>Alameda County, Contra Costa County</p>	
<p><b>5. City of Los Angeles</b></p> <p>If your project proposes to serve the City of Los Angeles, list the zip codes you project will serve.</p>	<p><b>Applicant Response</b></p> <p>Not Applicable</p>	
<p><b>6. Community Based Organizations</b></p> <p>Will you be working with one or more Community Based Organizations? If so, provide the name of the organization and how you will be working together.</p>	<p><b>Applicant Response</b></p> <p>Not Applicable</p>	
<p><b>7. Multiple Organizations</b></p> <p>Does your project include partnership with one or more organizations either as a co-applicant or subcontractor? If "yes", please upload a letter of support from each organization, that includes an explanation of their role in the partnership.</p>	<p><b>Applicant Response</b></p> <p>No</p>	
<p><b>8. Strategies and Sustainability</b></p>	<p><b>Applicant Response</b></p>	

<p>How will you perpetuate its work after the grant funding has concluded?</p>	<p>La Familia SA is committed to increase service access and equity with the purpose of increasing the likelihood of individuals with intellectual and developmental disabilities being able to reside in the least restrictive environment and ability to choose if they stay with their family or live independently. La Familia has established deep rooted relationships in the community and continues to explore partnerships and funding opportunities to expand our existing services. The staff for this proposed project are active leaders in the developmental disabilities network as members of the Developmental Disabilities Council in Alameda and Contra Costa counties, Congreso Familiar, RCEB-Diversity and Equity Committee, Self-Determination Local Advisory Committee, Autism Star Conference, and the State Council of Developmental Disabilities. Our agency is committed to partnering with local and statewide organizations to advocate for the Latino community.</p>							
Project Application								
<p><b>1. Ethnic Groups Served</b> Select the ethnicity group(s) the project will serve. From "Indian", "Pacific Islander", "Slavic", "Other" use comment section to list specific groups.</p>	<p><b>Applicant Response</b> Hispanic</p> <p>Applicant Comment: people who identify as Hispanic, Latino, Latinx, or Indigenous and are primarily Spanish speaking</p>							
<p><b>2. Ethnic Group(s), Language(s) and Number of Individuals Served</b> For each ethnicity group, provide the number of individuals you expect to serve and the related language(s).</p>	<p><b>Applicant Response</b></p> <table border="1" data-bbox="479 716 1334 842"> <tr> <td style="background-color: #003366;"></td> <td style="background-color: #003366;"></td> <td style="background-color: #003366;"></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>							
<p><b>3. Age Group(s) Served</b> Select all Age Groups the project will serve.</p>	<p><b>Applicant Response</b> Three to Five, Three to 21, 22 and older, 16 to 21, Birth up to Three (Early Start)</p> <p>Services will target the Regional Center of the East Bay consumers potential consumers and their families who identify as Hispanic, Latino, Latinx, Indigenous and are primarily Spanish speakers of all ages, with emphasis on families living below the federal poverty line.</p>							
Project Application								
Project Application								
<p><b>1. Project Summary and Organizational Experience</b></p>	<p><b>Applicant Response</b></p>							

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENT
<p>Provide a clear and concise project summary that includes a defined target population, a target area, and a project design. Specifically describe what you expect will accomplish and how it will benefit the community served. In your answer, include what experience your organization has working with the target population?</p>	<p>La Familia has over 45 years of experience providing case management and advocacy services for Latino, Spanish speaking Regional Center (RC) consumers residing in Alameda and Contra Costa counties. La Familia has successfully managed DDS grant funding since January 2018, reaching over 4,000 individuals and families up to the present time.</p> <p>With this funding, La Familia SA will serve a total of 500 clients in Alameda and Contra Costa counties and their families, and outreach to an additional 3,600 individuals through community-based engagement opportunities. Services will target RCEB consumers and their families who identify as Hispanic, Latino, Latinx, indigenous and are primarily Spanish speakers of all ages, with emphasis on families living below the federal poverty line.</p> <p>Our program design seeks to increase clients' knowledge and ability to navigate the system, to reduce barriers that prevent families from requesting services and exercising their rights, and to build trust between public systems and the Latino community. To accomplish this, our program design delivers culturally and linguistically competent services and activities that include the facilitation of monthly orientations and workshops in Spanish, parent support groups, peer support services, and leadership development training. La Familia will continue as host for Annual Latino Equity Summit, serving over 200 consumers, advocates, and professionals each year.</p> <p>Orientations are facilitated monthly in collaboration with the program Supervisor, Parent Leader Coordinator and Parent Leaders. Potential clients are assigned to the Family Resource Specialist who will reach out via phone to introduce themselves, schedule orientation, provide reminders, and act as a point of contact for questions and 1:1 consultation. During orientation, parents and advocates have the opportunity to network with one another and engage with Parent Leaders to learn about the support groups in their local community and our new leadership development series. Parents are encouraged to participate in monthly workshops that cover topics such as Individualized Program Plan (I), Self-Determination, Living options, RCEB services, client's rights and fair housing, special utility benefits and In Home Support Services. After orientation families receive 1:1 consultation as needed.</p> <p>Ten Parent Support Groups meet monthly and are led by Latino Parent Leaders from within our target communities who speak Spanish and have lived experience successfully navigating the service system. Parent Leaders receive a monthly stipend for their time facilitating workshops, attending conferences, providing services or navigation for families, outreach, and evaluating our new leadership development program.</p> <p>La Familia has demonstrated success in engaging Latino community members in need of RC services to effectively address barriers, increase utilization, and promote equity. See attached annual report.</p>	<p>1</p>
<p><b>2. Data and Community Input</b></p> <p>Explain how the target population(s) are underserved using RC OS data and other data as supporting evidence of the disparity. In your answer, include how your organization used input from the community and/or target population to design the project?</p>	<p><b>Applicant Response</b></p> <p>Data from the RCEB OS Expenditure Data for 2019-2020 shows that Latin RC consumers continue to be underserved relative to their peers from other groups. Total expenditures amongst Hispanic families was \$56,735,373 compared to their White counterparts at \$201,250,019 and total expenditures for Spanish-speaking families was \$3,575,173 compared to English-speaking families at \$9,160,900. Furthermore, the percentage of utilization for English (81.8%) speakers is 7.2% higher compared to Spanish (74.6%) speakers.</p> <p>La Familia SA solicits feedback via a variety of methods. Our directors and leadership team attend local events and advocates of Latino-focused groups such as Congreso Familia and the Regional Center of the East Bay Diversity and Equity Committee, and Local Advisory Committee (LAC). These meetings provide opportunities to receive input from consumers, advocates, and regional center staff discuss successes and challenges to improve implementation. For example, parents and advocates have reported challenges related to technology and monitoring their child's activity online and on digital devices. This feedback helps to inform the topics for upcoming workshops. Agency-wide feedback is also solicited from staff and clients during interviews, focus groups, and surveys that are administered throughout the year. These strategies support the development of data-driven programs that are culturally sensitive and meet the emerging needs of the community. (See testimonials)</p>	<p>2</p>
<p><b>3. Uniqueness</b></p>	<p><b>Applicant Response</b></p>	

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENT
<p>How is the proposed project unique/different from a fully funded grant (e.g., strategies, activities, and objectives) in the proposed regional center/catchment area? If the project is similar to a fully funded grant listed on the Department's website, how is the proposed project different?</p>	<p>The proposed project, La Familia Service Access program, will be an extension of the current program, La Familia Disparity Funds program, funded by DDS. Unique to the program, all staff are Hispanic and bilingual, speaking English and Spanish. This project will include a new leadership development program designed specifically for parents and caregivers of children with intellectual and developmental disabilities. The leadership development training will give parents the opportunity to enroll in a leadership training series to gain a deeper understanding of topics such as the Lante man Act, RCEB policies and procedures, Self-Determination, the Client's Rights Office, the Developmental Disabilities Council, the State Council and the use of technology as a leadership and communications tool. This will provide hands-on practical development leadership skills such as public speaking, networking, and workshop facilitation. The purpose of this new program component is to further build confidence with navigating services inside and outside of the RC system. Many parents report difficulty navigating services outside of the RC system such as schools and educational programs which result in frustration and distrust. Leadership development training will be a unique program component to further educate barriers that prevent families from requesting services and exercising their rights while continuing to strengthen trust between public systems and the Latin Community.</p>	
<p><b>4. Improve Equity and Service Access</b></p> <p>How will you promote equity, access, and education for diverse individuals with intellectual and developmental disabilities and their families?</p>	<p><b>Applicant Response</b></p> <p>La Familia SA integrates innovative strategies to educate barriers and ensure equitable access to services for the Latin community. Outreach events and materials are designed in a family-friendly, community-oriented style to provide welcoming and culturally family messaging to connect with families in a meaningful way. This includes culturally relevant events such as our annual end of the year event La Osada to engage prospective RCEB clients in a celebratory manner that fosters connection and belonging. We have found this to be an effective way to break down barriers related to the stigma and hesitation to seek help and receive public services.</p> <p>La Familia publishes all notifications, brochures, and digital content in Spanish, including our monthly newsletter (See attached) Our social media platforms, such as our Facebook group (788+ followers), are established as public forums that clients and families rely on for updates, upcoming events, and public resources where consumers seek and share information. These tools continue to be useful in strengthening the connection and access to services as well as allowing customization of messaging to meet the needs of individuals and families with children who have developmental disabilities.</p>	8
<p><b>5. Support of RC Plan</b></p> <p>How does this project support the RC plan to promote equity and education disparities in your proposed catchment area? If you are a RC, how does this project support your recommendations and plan to promote equity and education disparities in your catchment area? How will you collaborate with their organizations that serve individuals with intellectual and developmental disabilities and their families?</p>	<p><b>Applicant Response</b></p> <p>To promote equity and education disparities in Alameda and Contra Costa counties, La Familia will increase the utilization of RCEB services for Latin, Spanish-speaking clients and families. In alignment with the DDS 2021-2022 Grant initiatives, La Familia SA will support the outlined list of activities, with an emphasis on education and training to promote service access for Latin RCEB clients and potential clients of all ages, improve access to culturally and linguistically appropriate services, develop Latin leaders within the RC community; and establish community partnerships. La Familia will continue to work with RCEB in alignment with 2021 Disparity Measures Report to strengthen each effort in underserved communities and support local community-based organizations with participation in events, dissemination of information and data, and other targeted outreach as needed.</p> <p>In support of La Familia's application, the Alameda County DD Unit shares that "La Familia has the infrastructure, cultural competency, and experience needed to serve this population and have a proven track record of effectively serving this (Latin) community." Our program has established reliable methods for community connection with parents and clients that allow us to share information related to DDS directives to RC in a clear and timely manner as well as RC policies and procedures. Clear messaging in Spanish leads to parents feeling more supported and likely to request services. (See Letters)</p>	8
<p><b>6. Project Activities</b></p>	<p><b>Applicant Response</b></p>	

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENT
<p><b>Note: Before answering this question, applicants must complete the Activities Template located in the middle tab directly above.</b></p> <p>Clearly and specifically state how the schedule of activities demonstrates the steps that the project will take to achieve its stated objective and measures.</p>	<p>The La Familia SA implementation and design clearly outlines the activities that will take place to deliver an empowering learning experience that provides education and training for Spanish-speaking parents and caregivers to maximize the utilization of Regional Center services and general resources. The schedule of activities is designed to meet the specific needs of clients with developmental disabilities and their families to ensure access to culturally and linguistically appropriate services.</p> <p>To achieve the objective of increasing parents and caregivers ability to navigate Regional Center services and build leadership skills, activities are implemented on a set schedule of monthly annual luncheons and events to ensure regular engagement between staff, clients and families.</p> <p>Furthermore, the program design offers a comprehensive approach to engagement, providing one-on-one outreach and consultation, group and individualized RC assessments and families, and community events, meetings, and trainings where parents and caregivers can interact and network with the broader community.</p> <p>La Familia SA activities include, but not limited to, individual services, peer support services, training and informational workshops, and facilitation of a new leadership development series offered to Alameda and Contra Costa County residents. During the project term, program activities will consist of outreach, trainings, workshops, Parent Support Groups (by city), and leadership development training. All of the activities data is entered daily to track and monitor client progress, and outcomes, individual attendance, and overall program performance. Staff report out and evaluate program outcomes on a monthly basis to identify new steps/modifications that may be needed to improve activities and progress toward program objectives. (See Activities Template)</p>	
<p><b>7. Project Measures</b></p> <p><b>Before answering this question, applicants must enter performance measures into the Activities Template located in the middle tab directly above.</b></p> <p>Are your proposed measures appropriate to track the project's objective and activities? Explain how your proposed measures provide insight into the effectiveness of the overall design of the project and demonstrate how the impact on the community will be evaluated.</p>	<p><b>Applicant Response</b></p> <p>The proposed measures of La Familia SA are directly related with the project's objective and activities to allow for proper evaluation and thorough assessment of impact. Program measures are designed to track qualitative and quantitative data for each activity as a sub-evaluation of implementation improvements and modifications. Quantitative measures such as the # of trainings, # of attendees at trainings, committee meetings, parent support groups and trainings; and demographic information of attendees allow program staff to evaluate effectiveness in reaching La Familia SA's target population. Furthermore, client satisfaction surveys provide insight into individual experience and impact. For example, during 2019 - 2020, 144 parents and caregivers actively participated in one of our parent support groups; 222 individuals attended the Latin Equity Summit hosted by La Familia (February 2021); Parent Leaders provided 89 one-on-one mentoring sessions, and 100% of clients and families were Hispanic/Spanish speaking. Data collected via surveys showed that 100% of individual attendees reported they had a better understanding of RCEB services. Through client testimonials, one parent stated: "I always continue to learn in every workshop and training. I feel confident to pass the information to the families." (See attached Final Report)</p> <p>Collectively, these measures provide comprehensive data to evaluate the quality and effectiveness of La Familia SA services. Data is reviewed monthly and discussed during Local Advisory Committee meetings to identify opportunities for improvement and changes that can be made to increase the engagement of Latin families who have children with developmental disabilities in RC services.</p>	1
<p><b>8. Budget Template and Narrative</b></p>	<p><b>Applicant Response</b></p>	

APPLICANT TITLE	APPLICANT RESPONSE	ATTACHMENT
<p><b>Note: Before answering this question, applicants must complete the Budget Template located in the tab directly above.</b></p> <p>In your Budget Template, explain how the proposed budget is consistent with the stated purpose and activities, and clearly and concisely explain how the proposed expenditures support the overall project design and proposed outcomes.</p> <ul style="list-style-type: none"> <li>Budget Template example is located at Attachment C.</li> <li>Budget Details and Restrictions are available <a href="#">here</a>.</li> </ul>	See completed Budget Template with justification and narrative.	
<p><b>9. Budget Costs</b></p> <p>Explain how the proposed budget costs are clearly associated with the purpose and objective and confirm that the budget does not include non-all allowable costs funded by other sources.</p>	<p><b>Applicant Response</b></p> <p>All proposed budget costs entered on the budget template are in alignment with DDS guidelines as all allowable costs and directly associated with the purpose and activities. As detailed in the Budget Narrative, each budget line item supports personnel, outreach, education, training activities and services that are critical to the implementation of this program. Personnel is responsible for program oversight including evaluation, reporting, outreach, and training. All operating expenses support activities such as the delivery of interventions, workshops, training, and peer support services, covering costs such as stipends for parent Leaders, in-state travel, equipment, supplies, and marketing materials. Lastly, Indirect/Administrative Costs meet the 15% cap of personnel and operating expenses. All expenses listed in the budget template meet the criteria provided in the grant guidelines. The La Familia Service Access program budget does not include non-all allowable costs funded by other sources.</p>	
<p><b>Proposal Certification</b></p> <p><b>Certification</b></p>		
<p><b>1. Confirm Proposal Discussion with RC(s)</b></p> <p>CBOs are required to discuss their proposal with each RC(s) the CBO is intending to serve. If you are a CBO, have you discussed your proposal with each RC you are intending to serve?</p>	<p><b>Applicant Response</b></p> <p>Yes</p>	1
<p><b>2. RC Contact</b></p> <p>CBOs are required to submit their application on only to the Department and to each RC(s) that the CBO is intending to serve. If you are a CBO, state the name(s) of the contact person(s) at each RC you have discussed your proposal with.</p>	<p><b>Applicant Response</b></p> <p><b>Jairo Guiza</b>  Diversity &amp; Equity Specialist  Regional Center of the East Bay  (510)678-1131  JGuiza@ceb.org</p> <p><b>Lisa Kleinbub</b>  Executive Director  Regional Center of the East Bay  (510) 618-7705  lkleinbub@ceb.org  Fax (510) 618-7779</p>	
<p><b>3. Applicant Certification</b></p>	<p><b>Applicant Response</b></p>	



APPLICANT INFORMATION	APPLICANT RESPONSE	ATTACHMENT
<p>By submitting this application, the Applicant is certifying the truth and accuracy of the proposal. The applicant also certifies that if you have subcontracting organizations, each participating organization has reviewed your project and agrees to their assigned activities, measures, and the budget.</p>	<p>Yes</p>	
<p>Applicant Comment</p>		