

APPLICATION REPORT

Project Name: North Bay Parent Leadership and Mentoring Project Napa
Applicant Organization: Valley Child Advocacy Network, Inc. dba ParentsCAN
Awarded Amount: \$141,000.00
Funding Announcement Name: Promoting Service Access and Equity Grant



PROJECT SUMMARY

The North Bay Parent Leadership & Network Program will increase parent engagement and advocacy capacity of Spanish speaking Hispanic/Latinx parents of children who are regional center clients in the North Bay region. Providing parents with training, mentoring and coaching to increase their knowledge, skills and capacity to engage in meaningful conversations and systems change activities.

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENTS
Applicant Eligibility		
Applicant Information		
1. Project Title What is the Project Title?	Applicant Response North Bay Parent Leadership and Mentoring Project	
2. Requested Amount	Applicant Response \$141,000.00	
3. Organization Type Choose the response that best describes your organization.	Applicant Response Community Based Organization (CBO), 501(c)(3)	
4. Description of Organization/Group 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.	Applicant Response ParentsCAN is a Family Resource Center with over 16 years of experience serving families of children with disabilities, including families with additional barriers to services and who are either low income, Hispanic, immigrant and live in rural communities. 50% of ParentsCAN staff are themselves bi-lingual and bicultural Hispanic/Spanish speakers who are also parents of children with special needs, many of whom have children who are also Regional Center clients. For more information, visit www.parentscan.org . ParentsCAN has successfully been selected for 2 Disparity fund grants in FY17/18, FY18/19, and 2 SAE grants FY19/20 and FY20/21; these grants have funded our most successful program, which has strengthened our partnership with North Bay Regional Center, engaged with Hispanic/Latinx parents in our community to better address, understand and receive services from the RC. Of families served in these grants, 83% of parents served reported a better understanding of regional center services.	
5. Applicant in Good Standing 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.	Applicant Response Yes	
6. Subcontractors in Good Standing 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?	Applicant Response Yes	
Grant Reapplication Information		
Grant Reapplications		
1. Previous Award(s) Did your organization receive DDS grant funding in fiscal year 2019-20 2020-21? If yes, go to question 2 to complete each column. If no, skip this category and go to category 3.	Applicant Response Yes	
2. Previous Grant Award(s)	Applicant Response	

APPLICANT TITLE	APPLICANT RESPONSE				ATTACHMENT
<p>Sine fiscal year 2019, complete a workflow DDS Service Access and Equity grant organization was awarded funding.</p>	<p>Year Awarded</p>	<p>Project Title</p>	<p>Grant Number</p>	<p>Award Amount</p>	
	<p>2019/2020</p>	<p>Napa County Parent Education and Leadership Project</p>	<p>19-C39</p>	<p>794,600</p>	
	<p>2020/2021</p>	<p>Napa County Parent Education and Leadership Project</p>	<p>20-C39</p>	<p>906,820</p>	
<p>3. Previous Grant Outcomes</p>	<p>Applicant Response</p>				
<p>Provide a brief grant summary of your project outcomes fiscal year 2019-20 and/ 2020-21.</p>	<p>The ParentsCAN Napa County <i>Parent Education and Leadership Project</i> focuses on working with Spanish speaking Hispanic/Latinx families in Napa County to understand, access and increase use of regional center services. In SAE grant for FY19/20 the project achieved the following outcomes: ParentsCAN supported 144 unduplicated Spanish speaking families, providing 567 services to these families. In post surveys, 82% of parents reported it was much easier to navigate NBRC services after working with a ParentsCAN translator. Translators referred 9 new children for eligibility to regional center.</p> <p>ParentsCAN presented 6 workshops on the Individual Program Plan (IPP) to 50 parents to increase their knowledge of NBRC services and increase their ability to advocate for their child and family needs. 81% of parents reported they learned how to better advocate for their child after attending a workshop.</p> <p>In parents' surveys, 45% of families reported they found it difficult to understand how to obtain services from regional center before they worked with a ParentsCAN translator, while only 17% continued to report difficulty post service assessments after working with a ParentsCAN translator.</p> <p>During the FY19-20 grant, ParentsCAN added the Parent Leadership Training to support and educate in activities. During this period, we trained 1-staff to conduct the Family Values Parent Leadership Training curriculum for parents. One 8-week session was conducted during this grant, 12 Spanish speaking Hispanic/Latinx parents completed the leadership series. All 12 parents (100%) reported they found the training very valuable.</p> <p>The goal of the second SAE FY20-21 period is improve equity, access and to reduce barriers for Hispanic parents in Napa County raising a child with intellectual disabilities who are eligible for Regional. In the first quarter of this grant, ParentsCAN have worked with 45 Spanish speaking Hispanic/Latinx parents.</p> <p>ParentsCAN have presented 3 workshops on the Individual Program Plan (IPP) to 19 parents to increase their knowledge of regional center process and services, with the goal to increase their ability to advocate for their child and family needs. 86% of parents reported they learned how to better advocate for their child after attending a workshop. One Spanish language Parent Leadership session was presented, 9 parents have completed the training.</p>				
<p>4. Project Transition</p>	<p>Applicant Response</p>				

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENT
<p>If awarded, how will you implement the proposed project? Does your proposed project expand on previous projects, if so how? What activities, measures, target groups are being added? Provide a summary of the differences and reasons why you are proposing the change.</p>	<p>The proposed North Bay Parent Leadership Training and Mentoring project builds upon the solid foundation of the previously funded SAE project activities to expand the number of Spanish speaking Parent Leaders from the Hispanic/Latinx community in the North Bay Regional Center attachment area.</p> <p>Through a sub-contract with Matix Parent Network, this proposed project will expand out each effort into Solano and Sonoma County to enroll Spanish speaking Hispanic/Latinx parents in Leadership Training. The project will expand the capacity of providing leadership training from 2 parents annually to 100 parents. This project will also span across the entire North Bay Regional Center attachment area to address service access and equity issues within the North Bay Region.</p> <p>By engaging Spanish speaking Hispanic/Latinx parents served across all three counties, this expansion will build a larger and therefore more effective, network of parent leaders to address disparities and system issues in the entire service area.</p> <p>The collaboration with Matix Parent Network will also add leadership enhancement activities to support and mentor parents on their leadership journey. The project will capitalize on the clinical expertise that Matix has to bring therapeutic support services and information to help parents move through emotional barriers that may arise. Matix's clinical staff will provide graduates with workshops to address topics such as: self awareness and readiness for leadership engagement, building trust with providers and the system and overcoming negative experiences. The enhanced leadership mentoring groups will provide parents with a safe space to explore emotional barriers that may prevent them from engaging in leadership opportunities.</p> <p>Lastly, the project will delineate leadership opportunities within the community area and accommodate these opportunities to parents, which will allow them to engage at multiple levels of the systems, including with the RC.</p>	
<p>General Application Proposal Summary</p>		
<p>1. Project Type Choose the project type that best describes your activities from the list below:</p>	<p>Applicant Response Education and Training</p>	
<p>2. Duration of project Choose the duration of your project.</p>	<p>Applicant Response 2 months</p>	
<p>3. Regional Centers Choose the Regional Center(s) that your project will serve. Check all that apply.</p>	<p>Applicant Response North Bay Regional Center</p>	
<p>4. Counties Served List the county/ies your project proposes to serve. Check all that apply.</p>	<p>Applicant Response Napa County, Sonoma County, Solano County</p>	
<p>5. City of Los Angeles If your project proposes to serve the City of Los Angeles, list the zip codes your project will serve.</p>	<p>Applicant Response Not Applicable</p>	
<p>6. Community Based Organizations 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>Applicant Response Yes, this project will subcontract with Matix Parent Network to conduct outreach to Spanish speaking Hispanic/Latinx families of children who are NBRC client and live in Solano and Sonoma. Enroll at least 60 parents in leadership training, facilitate with parents CAN-2 online training series annually, Host 2 in person trainings series annually, facilitate leadership enhancement workshops, and mentor and provide leadership opportunities. Project will also work with SCDD for project activities</p>	<p>1</p>
<p>7. Multiple Organizations 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>Applicant Response Yes</p>	<p>1</p>
<p>8. Strategies and Sustainability</p>	<p>Applicant Response</p>	

<p>How will you perpetuate its work after the grant funding has concluded?</p>	<p>ParentsCAN is established in creating meaningful opportunities for parents to engage with all the systems that support their children. ParentsCAN has been conducting Parent Leadership Training since 2016, although not exclusively to NBRC and its client families, and will continue to look for partners to expand this program into the future.</p> <p>This specific project will create a structure to help Spanish speaking Hispanic/Latinx parents through their initial leadership activities, so they develop greater skills and confidence, build resilience, and find strength in numbers. Parents will have the ability to continue with the work together long after the grant funding has concluded.</p> <p>As a part of this project, Parent Leaders will choose an online platform to host their own groups, creating a place for all alumni of Parent Leadership Training in the three counties to support each other, share progress and ideas, and leadership opportunities as they continue to advocate for their families.</p>							
<p>1. Ethnic Groups Served</p> <p>Select the ethnicity group(s) the project will serve. From "Indian", "Pacific Islander", "Slavic" "Other" use comment section to list specific groups.</p> <p>Applicant Comment</p>	<p>Applicant Response</p> <p>Hispanic</p>							
<p>2. Ethnic Group(s), Language(s) and Number of Individuals Served</p> <p>For each ethnicity group, provide the number of individuals your project intends to serve and the related language(s).</p>	<p>Applicant Response</p> <table border="1" data-bbox="479 756 1334 882"> <tr> <td style="background-color: #0056b3; color: white;"> </td> <td style="background-color: #0056b3; color: white;"> </td> <td style="background-color: #0056b3; color: white;"> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>							
<p>3. Age Group(s) Served</p> <p>Select all Age Groups the project will serve.</p> <p>Applicant Comment</p>	<p>Applicant Response</p> <p>Birth up to Three (Early Start), Three to Five, Three to 21, 16 to 21, 22 and older</p>							
Project Application								
Project Application								
<p>1. Project Summary and Organizational Experience</p>	<p>Applicant Response</p>							

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENT
<p>Provide a clear and concise project summary that includes a defined target population, catchment area, and project design. Specifically describe what you project 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>The North Bay Parent Leadership Training and Mentoring project specifically targets Spanish speaking Hispanic/Latinx parents of children ages 3-22 who are NBRC clients and live in one of the three North Bay Regional Center catchment areas (Napa, Colono, or Sonoma). This project will conduct Spanish Parent Leadership classes (seven sessions each) and facilitate ten monthly mentoring sessions to help parents engage with service systems through participation, influence, and timely support.</p> <p>Leadership training will better equip Spanish speaking parents to engage with service systems, including regional centers, to have their voice heard in system design and delivery. With ample input from these families, disparities can be addressed by the system. Parent engagement leads to better delivery of services that are also more culturally sensitive, improved client satisfaction with services, increased utilization of services and better outcomes for clients.</p> <p>ParentsCAN has been awarded SAE grants in FY19/20 and FY20/21; and previously in FY17/18 and FY18/19 through DDS disability funds. Through these grants ParentsCAN has been a key vehicle for families to take part in North Bay Regional Center OS data stakeholder meetings, increased awareness and built trust with the Hispanic/Latinx community in Napa County.</p> <p>Since 2005, ParentsCAN has been working with a wide range of families of children with special needs in Napa County, and has extensive experience serving significantly isolated populations including families with additional barriers to services and who are either low income, Hispanic/Latinx, immigrant and/or live in rural areas of the county. Half of the staff of ParentsCAN, including the Executive Director, are themselves bilingual and bilingual Spanish speakers who are also parents of children with special needs, many of whom are also Regional Center clients.</p> <p>ParentsCAN currently serves over 150 Spanish speaking parents whose children are NBRC clients. ParentsCAN facilitates 4 monthly parent groups in Spanish, including one for parents of children with Down Syndrome and one for parents of children with Autism.</p> <p>In FY20-21, families who make up the significantly isolated populations of low income, limited English proficiency, culturally diverse, and families who live in rural areas make up over 80% of families served by ParentsCAN. Of these families 53% of families receiving ParentsCAN services during this period received services in Spanish.</p> <p>For this project ParentsCAN will be subcontracting with Matrix Parent Network. Matrix Parent Network has been supporting parents of children with disabilities since 1983, and has strong partnerships in the communities of Sonoma and Solano counties, including serving 500 Spanish speaking families in both counties annually. Matrix has 3 bilingual staff and facilitates a monthly parent/family support group, in Sonoma County.</p>	
<p>2. Data and Community Input</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>Applicant Response</p> <p>The 2020 NBRC Performance Report shows that NBRC has a UCI count of 8,753 clients - people who have a developmental and/or intellectual disability in the counties of Napa, Solano, and Sonoma under the Lante-man Act. In North Bay Regional Centers (NBRC) catchment area, 2% self-identify as Hispanic, 38% of NBRC consumers are age 3-21. The top two "threshold" languages used by DDS clients are English (81.7%) and Spanish (16.4%).</p> <p>The POS data further shows that for FY2019-20 the per capita expenditures were \$29,638 for Caucasian/White consumers and \$9,867 for Hispanic consumers, a disparity of \$19,771. NBRC has listed Per Capita Use of Service by individual's primary language as an area of needed improvement.</p> <p>ParentsCAN created the project based on parent input from the families served by ParentsCAN and Matrix, as well as from public forums held in collaboration with North Bay Regional Center and the Cultural Specialist. This project is designed to be responsive to the needs of parents of children with disabilities, who are significantly isolated from available sources of information and support. The design also incorporates best practices in working with Hispanic/Latinx families and feedback from our extensive network of professional partners. We know from our years of experience that significantly isolated parents will engage in services when offered in the manner, language, and places they feel most comfortable such as Family Resource Centers.</p>	
<p>3. Uniqueness</p> <p>How is the proposed project unique/different from a currently funded grant (e.g., strategies, activities, and objectives) in the proposed regional center catchment area? If the project is similar to a currently funded grant listed on the Department's website, how is the proposed project different?</p>	<p>Applicant Response</p> <p>This project focuses specifically on the reaching Spanish speaking Hispanic/Latinx parents of children ages 3-22 who are NBRC clients. There are no other currently funded projects that focus specifically on this area or target population.</p> <p>Through our pipeline, we have learned that there are many barriers for these parents to engage in service systems including the use of language, technological access, cultural differences, community and advocacy.</p> <p>Over 16 years of experience providing parents with support and education, we have adapted our leadership curriculum to specifically address these barriers. We implement the Parent Leadership Curriculum, developed by Family Voices of CA, as a foundation for leadership information. This curriculum has been translated into Spanish and continues to evolve with feedback from participants to ensure it is culturally responsive to families. We are in the process of developing an additional module that is designed to address system navigation and engagement with the regional center system specifically.</p> <p>Furthermore, we know that parents need ongoing emotional support, coaching and mentoring to go from theory to action. It is not easy for parents that come from a different culture, often a different country, to feel at ease engaging with systems that they perceive as being government entities. This project further enhances parents' learning with monthly groups that focus on parents' emotional and attitudinal barriers to engagement.</p>	
<p>4. Improve Equity and Service Access</p>	<p>Applicant Response</p>	

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENT
<p>How will you promote equity, access, and reduce barriers to services for individuals with intellectual and developmental disabilities and their families?</p>	<p>ParentsCAN has deepened its knowledge of both the Regional Center system and its clients. Working together we have created procedures to help clients better access regional center services initially, understand their child's level, request needed services and utilize NBRC services for the benefit of their families. With past grants we saw an increase in unused OS of 70% from Spanish speaking parents after working with a Pilot model. From FY18-19 to 19-20 the per capita OS Expenditure for Spanish speaking families receiving services by NBRC increased from \$7,830 in 2018-19 to \$9,867 in FY2019-20 for Spanish speaking NBRC clients.</p> <p>These outcomes are positive changes for each individual family, however systemic barriers still exist. With the expansion of the Parent Leadership program, Hispanic/Latinx clients of NBRC will be equipped to have their voice heard in system design and delivery. Parents will have increased knowledge of how the system works, be more effective advocates for a system that reflects their belief, values, and language and create changes within the service system to provide services and choices to meet their individual and family needs.</p> <p>With increased engagement from families, parents will be able to work collaboratively with systems to create services and delivery them in a manner that will reduce the inequities and increased access for Spanish speaking families in our area.</p>	
<p>5. Support of RC Plan</p> <p>How does this project support the RC plan to promote equity and reduce disparities in your proposed treatment area? If you are a RC, how does this project support your recommendations and plan to promote equity and reduce disparities in your treatment area? How will you project collaborate with other organizations that serve individuals with intellectual and developmental disabilities and their families?</p>	<p>Applicant Response</p> <p>The 2020 NBRC Performance Report published by North Bay Regional Center cites "per capita purchase of services expenditure by individual's primary language" as an improvement goal.</p> <p>Additionally, the NBRC Performance Contract Plan 2020, states the following as Planned activities:</p> <ul style="list-style-type: none"> -Build relationships and work with community-based organizations to collaborate and organize parent workshops on topics chosen based on parent feedback -Work with Family Resource Centers to schedule advocacy workshops -Continue to work on how to grow in the cultural and linguistic competence of NBRC and partners addressing disparities such as availability, access, acceptability, quality, and utilization of services <p>Further, regional centers are equipped to report actions taken to improve public attendance and participate in stakeholder meetings related to OS data.</p> <p>The North Bay Parent Leadership Training and Mentoring project directly aligns with these goals. Collaboratively, ParentsCAN and Matrix Parent network will provide training and support to meet the educational needs of Spanish speaking Hispanic/Latinx families in the tri-county area. Project will teach parents about the BRC system, how to effectively participate in meetings of all types, especially workgroup meetings, statewide stakeholder engagement meetings, community-based organization meetings, and how to provide individual and family testimony to impact systems change.</p>	
<p>6. Project Activities</p>	<p>Applicant Response</p>	

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENT
<p>Note: Before answering this question, applicants must complete the Activities Template located in the middle table directly above.</p> <p>Clearly and specifically state how the schedule of activities demonstrates the steps that the parent will take to achieve its stated objective and measures.</p>	<p>The <i>North Bay Parent Leadership & Network Program</i> provides Spanish speaking Hispanic / Latinx families in the North Bay Regional Center catchment area with knowledge, skills and capacity to engage in meaningful conversations and systems change activities. ParentsCAN will coordinate with Matrix Parent Network to reach targeted population and conduct multi-unity outreach to the existing parent centers activities, including reaching existing parent center clients, sending information via email, creating social media announcements and working with our network of existing professional partners.</p> <p>1) <i>Parent Leadership Training</i></p> <p>ParentsCAN will provide interested parents with a brief orientation that will include an overview of training topics and parent commitment expectations. Parents will then be enrolled in leadership cohorts either online across all counties or into person cohorts by county, for these parents who prefer in person instruction. ParentsCAN and Matrix will co-facilitate 5 leadership series, each series is 7-sessions of the Parent Leadership Training curriculum. This curriculum provides parents with information on the history of the disability movement, overview of systems and policies, communication skill building, creating their own story and how to participate in decision making bodies. The goal is to have 100 parents complete one leadership series.</p> <p>2) <i>Mentoring Network & Leadership Enhancement Activities</i></p> <p>Graduate parents from training program will be asked to join monthly mentoring workshops that will further enhance their leadership skills. Through virtual multi-unity monthly mentoring meetings graduates will engage in enhancement topics to be facilitated by parents. Topics may include, Emotional Awareness, Self Care, Personal Boundaries, Effective Communication, Use of Technology, Conflict Resolution and Building Trust and Respect. Workshops will be conducted by Matrix clinical staff and will engage at least 20 parents monthly.</p> <p>3) <i>Engagement and Action</i></p> <p>In order for Spanish speaking NBRC families of children to have access to all leadership opportunities and engage in leadership and advocacy activities, including NBRC committees, taskforces and stakeholder groups, this project will create an online communication platform that will be chosen by parents (such as Facebook Groups WhatsApp) that will allow parents to get updated information on all opportunities for involvement, share successes and challenges and encourage one another to continue their leadership journey. To assist parent leaders in engagement in systems change activities, ParentsCAN and Matrix staff will mentor parents and attend leadership/advocacy opportunities with parents for support and coaching with at least 20 parents.</p> <p>By the end of this project ParentsCAN and Matrix will have created a network of parent leaders who have received culturally and linguistically appropriate training to increase their capacity to engage in systems change.</p>	
<p>7. Project Measures</p> <p>Before answering this question, applicants must enter performance measures into the Activities Template located in the middle table directly above.</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>Applicant Response</p> <p>The proposed measures are appropriate to track the project's objective and activities. ParentsCAN will collect demographic information on all parent leadership attendees to ensure we are reaching target population. Attendance is tracked and logged for each training workshop. Parent leadership series includes post-workshop surveys to monitor parents learning and track increase in parents understanding and leadership skills. Facilitators will review surveys to ensure that content is being understood by parents and if any modifications need to be made to the course.</p> <p>With the monthly mentoring workshops, attendance will be tracked and logged for each workshop. Parents will complete a post-workshop survey to measure understanding and relevance of each topic. Facilitators will review surveys and use information to plan future workshops. To ensure that the project is on track, parents will be given a readiness pre-assessment to record their level of readiness to engage in leadership opportunities and advocacy activities. The enhanced leadership mentoring groups will provide parents with a safe space to explore emotional barriers that may prevent them from engaging in leadership opportunities. Individual coaching and mentoring will support these parents who need additional support.</p> <p>Leadership opportunities will be shared with parents. Follow up calls will be made to parent to gather any challenges in engagement opportunities and assess the increase in engagement in parent participation and effectively participate in meetings of all types, especially workgroup meetings, statewide stakeholder engagement meetings, community-based organization meetings, and provide individual and family testimony to impact of system to create lasting change.</p>	
<p>8. Budget Template and Narrative</p>	<p>Applicant Response</p>	

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENT
<p>Note: Before answering this question, applicants must complete the Budget Template located in the tab directly above.</p> <p>In your Budget Template, explain how the project budget is consistent with the stated project objective 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"> Budget Template example is located at Attachment C. Budget Details and Restrictions are available here. 	<p>Proposed expenditures directly support project objective and activities as follows:</p> <ul style="list-style-type: none"> Parents CAN Executive Director will work .05FTE on this project and will lead project oversight ensuring that project stays on track and within budget, will work with collaboration efforts with NBRC, and work with sub-nutra to Matrix Parent Network to coordinate project expansion. Parents CAN Program Director will work .05FTE on this project and will provide daily supervision of direct service staff, oversee that project activities are scheduled and carried out in a timely manner, ensure that data is collected for reporting, and review data to make any needed program modifications. Project Director will also coordinate with Matrix to schedule and carry out leadership training and enhancement workshops. Parents CAN Program Administrative Assistant will work .15FTE and will provide project support services, support to Programs and Parent Educator with day to day tasks, including setting up virtual meetings, making reminder/follow up calls and emails to parents, ordering, putting together parent education materials and collecting and posting leadership opportunities. Parents CAN Program Manager will work .15FTE to provide direct services to parents, including orientation to leadership class, assisting with facilitation of class and mentoring group and providing mentoring support and coaching to assist parents in engagement in leadership activities in coordination with Matrix staff for parents in all ethnicities. Parents CAN Leadership Training Facilitator will work .40FTE on this project and will lead parent Leadership workshops. Facilitation of leadership classes online, facilitate in person classes, provide direct mentoring and coaching to parents in coordination with Matrix staff for parents in all ethnicities. <p>As a substitute Matrix will</p> <ul style="list-style-type: none"> Matrix Clinical Director will provide 62 hours to provide weekly engagement with project staff, weekly engagement with community partners to market and promote services, Monthly training provided to community (County-specific), Monthly training provided to project staff. Matrix Associate Director will provide 416 hours to provide weekly engagement with project staff, collaborate on monthly training/group for community, collaborate on monthly training for project staff. Director counseling as needed for families in need of emotional support. Matrix 2-Bilingual Parent Advisors, neighborhood unit will provide a total of 832 hours to provide weekly engagement in community to market and promote services, provide facilitation for leadership training and engagement in monthly meetings with other project staff Matrix Community Outreach Coordinator will provide 312 hours to support electronic communication, marketing, and outreach to promote project marketing/outreach in Spanish and Spanish communities. <p>Proposed expenditures support overall project design and project outcome.</p>	
<p>9. Budget Costs</p> <p>Explain how the project budget costs are clearly associated with the project activities and objective and confirm that the budget does not include non-allowable costs funded by the sponsor.</p>	<p>Applicant Response</p> <p>All project budget costs are directly associated with the project activities and proposed objective. The budget only requests funds for allowable direct costs that are not funded by any other sources of funds. Project budget costs are calculated based on amount of time projected for each proposed project activities. All staff members and sub-nutra to be assigned that specific amount of time that directly relates to activities they are responsible for carrying out. Services to parents are recorded in online client management system and coded by date, activity and amount of time spent to ensure that expenditures are directly associated with each project activity. Only direct allowable indirect costs, including accounting and data management are included and are less than allowable 15% administrative costs. Budget is reviewed quarterly to align with DDS quarterly outcome reports to ensure that expenditures are in line with project activities accomplished.</p>	
<p>Proposal Certification</p> <p>Certification</p>		
<p>1. Confirm Proposal Discussion with RC(s)</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>Applicant Response</p> <p>Yes</p>	
<p>2. RC Contact</p>	<p>Applicant Response</p>	

<p>CBOs are required to submit their application on only to the Department and to each RC(s) attached 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>Gabriel R. Ginn, Executive Director North Bay Regional Center</p>	
<p>3. Applicant Certification 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>Applicant Response Yes</p>	
<p>Applicant Comment</p>		