

**APPLICATION REPORT**

**Project Name:** OS Equalization Eff t Expansion  
**Applicant Organization:** Parents Helping Parents Inc  
**Awarded Amount:** \$150,000  
**Funding Announcement Name:** Mentoring Services Access and Equity Grant



**PROJECT SUMMARY**

This project will assist Hispanic, Asian, and African American SARC clients in Santa Clara County to learn about and utilize RC services

APPLICANT QUESTION	APPLICANT RESPONSE	ATTACHMENTS
<b>Applicant Eligibility</b>		
<b>Applicant Information</b>		
<b>1. Project Title</b> What is the project Title?	<b>Applicant Response</b> OS Equalization Eff t Expansion	
<b>2. Awarded Amount</b>	<b>Applicant Response</b> \$150,000	
<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 that project. You may upload your brochure and add a website link.	<b>Applicant Response</b> Since 1976, PH has helped children with disabilities receive the care they need to reach their full potential. We provide to parents & professionals educational opportunities including training in understanding & working within the special ed system, condition and culturally-specific support groups, an assistive technology center & an E-learning library with over 300 videos in 5 languages. Our website is available in Eng/Spa/Viet. PH has a history of providing culturally-competent services to groups that additionally underserved such as cultural and racial minority groups, low-income families, and those who have limited English-proficiency disabilities themselves. PH was recognized for its efforts with a Cultural Competence Works Award from the U.S. Dept of Health & Human Services. PH is the recipient of a grant from DDS & currently partners with SARC to conduct outreach to Hispanic & Asian communities with the goal of increasing their access to utilization of services provided by SARC.	2
<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	3
<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> Did your organization receive DDS grant funding in fiscal year 2019-2020-21? If yes, go to question 2 to complete each column. If no, skip this category and go to category 3.	<b>Applicant Response</b> Yes	
<b>2. Previous Grant Award(s)</b>	<b>Applicant Response</b>	

APPLICANT INFORMATION	APPLICANT RESPONSE				ATTACHMENT
<p>Since fiscal year 2019, complete a workflow for DDS Service Assessments and Equity grant organization was awarded funding.</p>	<p><b>Year Awarded</b></p>	<p><b>Project Title</b></p>	<p><b>Grant Number</b></p>	<p><b>Award Amount</b></p>	
<p><b>3. Previous Grant Outcomes</b></p> <p>Provide a brief grant summary of your project outcomes for fiscal year 2019-20 and/ 2020-21.</p>	<p><b>Applicant Response</b></p> <p><u>FY 19-20 Disparity Grant Summary (ongoing, in progress)</u></p> <p>By educating and informing African American, Hispanic and Asian families, H will increase the number of individuals with developmental disabilities who are utilizing regional center services.</p> <ul style="list-style-type: none"> <li>• 1:1 consultation = 776 have been conducted through September 30, 2021. 100% of families receiving 1:1 consultation reported increased their knowledge about RC services</li> <li>• Hosted 19 workshops where we have increased the knowledge of 576 attendees by 100% based on the surveys applied before and after each workshop</li> <li>• We have hosted 2 conferences with 236 attendees, 152 within SARC catchment area and 84 parents outside the area. Over 80% of attendees reported increased knowledge about RC services as a result of attending the conference.</li> <li>• Mini trainings: we have hosted 8 sessions. 54 parents have attended mini trainings and over 80% reported increased knowledge about RC services as a result of attending the conference.</li> <li>• 2 parents entered thinking trainings with 15 participants reporting 100% increased knowledge about this topic.</li> </ul> <p><u>FY 20-21 Individual Grant Summary (Ongoing, in progress)</u></p> <ul style="list-style-type: none"> <li>• 6 families successfully have received an Individual and training on how to use it</li> <li>• met with SARC Service Coordinator, Service Providers for Adults (SAC) group and the parents of Adult Child with DD support group to present the individual program</li> <li>• marketing of the program continues through H's extensive social media channels and through targeted emails to PH's Spanish email list.</li> </ul>				
<p><b>4. Project Transition</b></p> <p>If awarded, how will you currently project transition into the 2021-proposed project? Does your proposed project expand on current activities, measures, or target groups are being added? Provide a summary of the differences and reasons why you are proposing the change.</p>	<p><b>Applicant Response</b></p> <p>The proposed project expands the target underserved populations from current Hispanic and Asian, to include African Americans. PH has just hired an African American staff person to be focused on the AA community. Partnering with highly respected CBOs, H will continue to reach out to the community, gather input to determine the training needs of the target populations, and identify the best methods to support their access to POS services to meet their children's needs. The proposed project will require minimal time for start up as the highly-qualified staff who are working on the current project will transition to the proposed project. They will plan the next series of workshops, based on current parent feedback. H staff will work with partners in East San Jose to the expanded target population to maximize participation &amp; impact. PH is preparing to add new activities for this grant year:</p> <ul style="list-style-type: none"> <li>• Self Determination Parent Support Group in Spanish</li> <li>• Vietnamese Parent Support Group</li> <li>• Spanish Parent support groups</li> <li>• Office hours &amp; workshops at the new Santa Clara County Vietnamese American Service Center &amp; the new Blanca Alvarado Community Resource Center. Both centers are in located in East San Jose which will allow us to better reach Vietnamese &amp; Spanish speaking SARC clients. These will be additive to the existing relationship with Somos Mayfair to reach Hispanic families in East San Jose.</li> </ul> <p>While many families have adapted to attending families via Zoom, a digital divide still exists in East San Jose &amp; Gilroy and many families have expressed they prefer meeting with H in person. We also believe being located in these new offices in East San Jose where many Vietnamese &amp; Hispanic families are expected will allow H to reach each families who may not be aware of H/SARC services otherwise. Being able to safely offer child activities again should increase attendance at meetings for parents unable to leave their child.</p>				
<p><b>General Application Proposal Summary</b></p>					
<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>Education and Training</p>				
<p><b>2. Duration of project</b></p> <p>Choose the duration of your project.</p>	<p><b>Applicant Response</b></p> <p>4 months</p>				
<p><b>3. Regional Centers</b></p>	<p><b>Applicant Response</b></p>				

Choose the Regional Center(s) that you prefer to serve. Check all that apply.	San Andreas Regional Center	
<b>4. Counties Served</b> List the county or counties you prefer to serve. Check all that apply.	<b>Applicant Response</b> Santa Clara County	
<b>5. City of Los Angeles</b> If your project proposes to serve the City of Los Angeles, list the zip codes you prefer to serve.	<b>Applicant Response</b> Not Applicable	
<b>6. Community Based Organizations</b> Will you be working with other Community Based Organizations? If so, provide the name of the organization and how you will be working together.	<b>Applicant Response</b> We will partner with SOMOS Mayfair through their grant as Model for help with: 1. Enhancing the cultural accessibility of the curriculum; 2. Community outreach; 3. Supervised activities for children during workshops. SOMOS Mayfair is a grassroots organization with over 23 years of experience supporting low-income families with children in East San Jose.	
<b>7. Multiple Organizations</b> 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.	<b>Applicant Response</b> No	
<b>8. Strategies and Sustainability</b> How will you perpetuate its work after the grant funding has concluded?	<b>Applicant Response</b> We will be applying with the funders to carry on this vitally important project in succeeding years if funding from DDS is unavailable. Because of our strong history of success and support from our community, we are confident we will secure funding to continue offering much of the work in this project in future years. We will also seek support from individual donors. We will create marketing campaigns to highlight the challenges our families face and are facing in knowing about and successfully applying for services from SARC. Our donor base has a strong history of responding positively to outreach for specific programs. If funding gaps still exist we will continue to offer programs as fee-based and work with SARC to supply fee reimbursement to families attending these workshops. SARC has a history with PH in reimbursing families who attend Homeworkshops.	
<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.  Applicant Comment	<b>Applicant Response</b> African American, Hispanic, Vietnamese	
<b>2. Ethnic Group(s), Language(s) and Number of Individuals Served</b> For each ethnicity group, provide the number of individuals you prefer to intend to serve and the related language(s).	<b>Applicant Response</b>	
	Asian	Vietnamese
	African-American	English
<b>3. Age Group(s) Served</b> Select all Age Groups the project will serve.  Applicant Comment	<b>Applicant Response</b> Thirteen to Five, 22 and older, 16 to 21, Thirteen to 21	

APPLICANT TITN	APPLICANT RESPONSE	ATTACHMENT
Project Application		
Project Application		
<p><b>1. Project Summary and Organizational Experience</b></p> <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><b>Applicant Response</b></p> <p>H will assist Hispanic, Asian &amp; African American families in Santa Clara County who continue to be under-represented among regional enter consumers increase their share of POS expenditures. The educational &amp; language barriers that create these disparities, particularly for those who do not speak English. By educating &amp; informing African American, Hispanic and Asian families, we propose to increase the number of individuals with developmental disabilities who are utilizing regional enter services.</p> <p>There are 7 elements to H's proposed project:</p> <ol style="list-style-type: none"> <li>1-1 consultations via in person meetings &amp; calls with families to assist in obtaining RC services.</li> <li>9 workshops per year total in English Spanish Vietnamese for topics such as understanding disability, diagnosis &amp; self determination.</li> <li>3 two day CTE workshops per year (2 Spanish 1 English)</li> <li>One main conference per year in English Spanish &amp; Vietnamese where families will learn more about specific topics such as challenging behavior, living options, sexuality in persons with developmental disabilities.</li> </ol> <p>In H's Gilroy &amp; East San Jose offices we will offer assistance to existing &amp; potential SARC clients with the intake process and transition to adulthood. H will offer 6 interventions per year (3 Spanish, 3 English with Vietnamese simultaneous translation) to assist new clients in preparing for their first meeting with their RC.</p> <ol style="list-style-type: none"> <li>H will create 12 videos approximately 15 minutes each on different RC &amp; Lanterman Act topics (4 Spanish, 4 Vietnamese and 4 English)</li> <li>New parent support groups: <ol style="list-style-type: none"> <li>1. Self-determination (Spanish) - Will help parents to understand and navigate the complicated Self-Determination program.</li> <li>2. Vietnamese and Spanish groups in Gilroy and San Jose will welcome monolingual families that need support to help them learn about regional services, generic services and how to find appropriate support for their loved ones.</li> </ol> </li> </ol> <p>H is uniquely qualified to perform this project as we have been assisting families for 45 years understand and gain access to various systems including RC services. H has a close partnership with SARC and frequently teams with SARC on workshops for parents. SARC has also agreed to all with H to do mailings to SARC clients through SARC's mail house to protect confidentiality. We are also in discussion with SARC on conducting focus groups for SARC clients interested in self determination. PH is a currently a grantee from DDS in 2 projects;</p> <ol style="list-style-type: none"> <li>educating disparities in SARC services received among people of color</li> <li>providing access to technology for people so they can better understand and receive services they are eligible for through SARC</li> </ol> <p>SARC plans to continue to evaluate the POS expenditures and continue educational outreach to ensure people know their rights and press for requesting services. This project aligns with SARC's educational outreach and desire to help individuals know more about RC services that will meet their needs. In addition, staff from SARC provided input on H's project design.</p>	
<p><b>2. Data and Community Input</b></p> <p>Explain how the target population(s) are underserved using RC POS 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>Hispanic, Asian &amp; African American families in Santa Clara County continue to be under-represented among regional enter consumers compared to their share of POS expenditures. The SARC performance report from Spring 2021 showed while only 27% of families identified as white, they received 49% of all expenditures. Hispanic families were 40% of consumers, but had only 26% of POS expenditures. Asian families represent 19% of consumers served, yet their expenditures were only 14% of the total. English speakers represent 66% of consumers yet their share of POS expenditures was much higher at 80%. Spanish speakers represent 24% of consumers but their share of POS expenditures was only 12%. Vietnamese speakers were 5% of consumers but only 3% of the POS expenditures. There's also a disparity among African Americans who represent .9% of the disabled population in Santa Clara County, yet are only 2.0% of SARC's clients.</p> <p>The community's input is incorporated on a regular basis into H's planning &amp; design of all programs &amp; services. Each activity includes an opportunity to provide feedback through evaluation &amp; survey. H uses specialists talk with hundreds of parents each month, hearing their concerns, and helping them navigate the systems of care. In addition, H conducts a client satisfaction survey every six months and utilizes that information for continuous program improvement. Being a current disparity grantee has also allowed H to incorporate feedback from parents.</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 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>The proposed project builds upon the current efforts to reduce disparities in the Hispanic, Asian &amp; African American populations. HPH has recently hired an African American employee to focus on outreach &amp; training to the African American community. Outreach will include doing even more events in the community, partnering with other agencies serving families in the target populations, &amp; offering more informal opportunities for the parent and child together to connect with HPH. A good example of HPH's expanded community presence will be exhibited in our Gilroy office &amp; in East San Jose at the new Community Vietnamese Service Center and at the new Blanca Alva ad CRC where we will hold workshops and meet with families 1:1. East San Jose &amp; Gilroy are HPH's busiest areas and the most underserved areas in Santa Clara County.</p> <p>HPH will also create 3 new monthly parent support groups.</p> <ol style="list-style-type: none"> <li>1. Self-Determination group in Spanish which will help parents to understand &amp; navigate the Self-Determination program.</li> <li>2. Vietnamese speakers (East SJ)</li> <li>3. Spanish speakers (East SJ &amp; Gilroy)</li> </ol> <p>Both the Vietnamese and Spanish support groups will welcome parents whose loved ones are regional center clients. These groups are a place for parents to get information, reduce feelings of isolation &amp; meet others who understand their journey &amp; share similar experiences. We will create a network of parents that can support &amp; help each other. We will also connect these monolingual families with bilingual families.</p>	
<p><b>4. Improve Equity and Service Access</b></p> <p>How will you promote equity, access, and reduce barriers to services for individuals with intellectual and developmental disabilities and their families?</p>	<p><b>Applicant Response</b></p> <p>HPH will present in its workshops and conferences topics that families have expressed an interest in learning more about. They will be presented in Eng, Spa, Viet, or via simultaneous interpretation to provide access for all families. Handouts will be translated from English to Spanish and English to Vietnamese for parents to reference after events. Families will be more educated about the Lanterman Act &amp; how to work more effectively with their service coordinator to request more services thus in easing their POS.</p> <p>HPH will offer guidance &amp; individual consultations via the phone &amp; in-person at HPH facilities in the community to help families identify regional center services that best support their children. Because of the barriers these families experience, HPH's culturally competent staff will work 1:1 with each family to gather necessary documentation &amp; successfully complete requests for regional center services. Our experience working with families has shown even in small groups, they struggle to complete paperwork effectively. In order to be successful in their first attempt, individual attention is needed.</p> <p>Our Viet &amp; Spa support groups will create a network of parents that can support &amp; help each other &amp; connect monolingual families with bilingual families so they feel less isolated.</p> <p>The Self-Determination group will connect experienced parents in SD to new parents to serve as mentors. (HPH is also discussing with SARC a separate SD project they will fund)</p>	
<p><b>5. Support of RC Plan</b></p> <p>How does this project support the RC plan to promote equity and reduce disparities in your proposed catchment area? If you are a RC, how does this project support your recommendations and plan to promote equity and reduce disparities in your catchment area? How will you collaborate with other organizations that serve individuals with intellectual and developmental disabilities and their families?</p>	<p><b>Applicant Response</b></p> <p>This project supports the RC plan to promote equity and reduce disparities because HPH has a demonstrated track record of helping people find or obtain services at a higher rate, whether it be RC services or other services available to individuals with IDD's like IHSS or SSI. Our satellite offices in East SJ &amp; Gilroy will allow us to better reach underserved Vietnamese &amp; Hispanic families.</p> <p>HPH participates in the SCDD Disability Task Force where we collaborate with other groups receiving Access &amp; Equity grants. We discuss challenges, success, &amp; how to improve services and supports for individuals with IDD living within the SARC catchment area.</p> <p>In our very multi-cultural region, there are many organizations specializing in serving ethnic minority populations but who likely lack the disability knowledge to adequately address the families in their organization with intellectual/developmental disabilities. Examples of nonprofits we collaborate with that serve families experiencing disparities in systems of care include Somos Mayfair (Latino/Latinx, some AA/Vietnamese speaking), iCAN (Vietnamese speaking), Sunnyvale Community Services (AA, Latinx, Vietnamese speaking). We connect with organizations like this, train their staff on disability services to increase referrals to the regional center/HPH, and leverage their outreach systems to connect with and serve the families who are eligible for RC services but may not realize they exist.</p>	
<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 schedule of activities includes all the various activities H believes are needed and the correct ones to conduct based on the key learnings we have acquired working on the current disparity grant. We believe our new satellite offices in East SJ and Gilroy will have been established by the time the new grant starts in April 2022 so we will be able to quickly schedule the workshops and parent support groups we have planned for these offices. Because of our long history serving East San Jose and Gilroy, the outreach to Vietnamese and Spanish families has been an ongoing effort so preparation will not need to be scheduled. In regards to African American outreach, with our new AA use specialist starting in November 2021, the impact effort will have already taken place by the time of the new grant in April 2022.</p> <p>Our Vietnamese and Spanish parent support groups in Gilroy and East San Jose will welcome monolingual families that need support to help them learn about regional services, general services and how to find appropriate support for their loved ones. By bringing together parents with experience in successfully obtaining RC services with inexperienced parents, parents will learn from one another to best obtain services for their child. Creating the first new video series in different RC services will allow parents to watch the video at their leisure in the language of their choice, similar to what is happening in the current disparity grant. The intake workshops will allow parents to best work with the RC Service Coordinator to obtain services for their child. All along the way, PH will be collecting data from parents to measure the effectiveness of our projects so we can make any necessary adjustments equid to remove disparities for families of color and maximize RC services obtained.</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 behavior 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>H believes the proposed measures are appropriate and the correct ones to measure based on the key learnings we have acquired working on the current disparity grant. We believe measuring client's knowledge of SARC services before and after allows us to understand what our parents are gaining out of our workshops and 1-1 meetings so as needed we can amend our workshop materials and our 1-1 approaches to helping clients. Measuring the number of clients we serve also allows us to understand whether people are responding to the workshop topics and are returning to the monthly parent support groups on a regular basis. We also will be collecting the number of views of the informational videos we are creating. All of these measures will help us determine if we are meeting the objective of this project.</p>	
<p><b>8. Budget Template and Narrative</b></p> <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 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"> <li>Budget Template example is listed at Attachment C.</li> <li>Budget Details and Restrictions are available <a href="#">here</a>.</li> </ul>	<p><b>Applicant Response</b></p> <p>89% of the overall project budget is being spent on serving families; salaries/benefits for people directly working with families represent 71% of the overall project budget, 18% is operating expenses in support of the project, while only 7% of the overall project budget is being spent on administering the grant and only 4% on overhead. The funds are being spent largely on workshops, outreach activities and 1:1 direct services to families. By focusing our efforts and budget directly on families in need, PH will meet its objectives while increasing OS and education disparities among RC clients of color.</p> <ul style="list-style-type: none"> <li>The equipment expense is to purchase 2 new laptops and peripherals for 2 new staff members working on the project.</li> <li>The training expense will be used to send PH staff to workshops so they are up to date in their education on topics such as RC services, CPT, and one page profiles</li> <li>Interpretation services expense is to pay for simultaneous translation to Vietnamese and Spanish at various workshops.</li> <li>Travel and meeting costs will be used to pay mileage to meetings and cost of food for attendees</li> <li>Printing and postage is for outreach materials to SARC clients</li> <li>Child activities are so parents can attend meetings with their children while caring for their child</li> <li>Radio advertising and group texting is for outreach on popular Spanish, Vietnamese and African American programs and to pay for group texting subscription</li> <li>Professionals fees are to pay for speakers at one day conferences and for PCT trainings</li> <li>Video production expenses are to pay for editing and professional production of the 1 video series</li> <li>\$50 Stipends will be given to each family attending CPT training</li> </ul>	
<p><b>9. Budget Costs</b></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><b>Applicant Response</b></p> <p>As the budget clearly lays out, the entire PH employee being fully funded by this project. The average FTE employee is ~.18%. This percentage represents ~10% of the all budgeted hours. H as an agency works per year and would represent ~8% of PH's overall budget. We are requesting funding mostly to pay the salaries of the employees directly working with families. The remaining allowable costs in the budget are costs being funded by other sources.</p>	
<p><b>Proposal Certification</b></p>		

APPLICANT TITLE	APPLICANT RESPONSE	ATTACHMENT
<b>Certification</b>		
<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>	
<p><b>2. RC Contact</b></p> <p>CBOs are required to submit their application 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><b>Applicant Response</b></p> <p>Javie Zaldiva , Mike Keeley, Ruben C I n SARC</p>	
<p><b>3. Applicant Certification</b></p> <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><b>Applicant Response</b></p> <p>Yes</p>	
<p>Applicant Comment</p>	<p>Mark Fishle</p>	