

Application Report



Applicant Organization: Momentum WORK, Inc.
Project Name: Momentum 4 Lunch Culinary Arts & Hospitality Career Pathway Program
Application ID: [REDACTED]
Funding Announcement: DDS Employment Grant
Requested Amount: [REDACTED]

Project Summary: Momentum WORK, Inc. is seeking an 18-month employment grant for the purpose of implementing a culinary arts and hospitality career pathway program and boxed lunch business to increase competitive integrated employment for individuals with I/DD. Our goals are to provide professional weekly job-readiness training in a commercial kitchen with experience in food preparation and hospitality worker skills. The career pathway will include training in time management, collaboration and teamwork, technical and industry-related knowledge, inventory management, communication, customer service, menu planning, food prep, and kitchen safety.

Authorized Certifying Official: [REDACTED] [REDACTED] [REDACTED]
Project Director/Manager: [REDACTED] [REDACTED] -
Project Manager/Coordinator: [REDACTED] [REDACTED] -
Compliance/Fiscal Officer: [REDACTED] [REDACTED] [REDACTED]

Section Name: Applicant Eligibility

Sub Section Name: Applicant Information

1. Applicant Question: Organization Type

Check all that apply. If selecting "Other" please specify your type of organization.

Applicant Response:

- Regional Center Vendor
- Community-Based Organization

Applicant Comment:

Momentum WORK, Inc. is a non-profit organization and service provider for individuals with I/DD.

2. Applicant Question: Description of Agency/Organization

Provide a brief description of the organization or group. You may add a website link for additional information.

Applicant Response:

Momentum WORK, Inc. (formerly UCP WORK, Inc.) is a non-profit organization and service provider for people with intellectual and developmental disabilities. Started in 1968 by the Kiwanis Club of Santa Barbara, our organization has been committed to being leaders in practicing person-centered direct support services that maximize employability, independence, and quality of life. Our vision is inclusion, access, and opportunity for all to build stronger communities.

3. Applicant Question: 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) or proof of good standing.

Applicant Response:

Yes

Attachment:



4. Applicant Question: 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? Select "N/A" if you do not plan to use subcontractors for your project.

Applicant Response:

Yes

Section Name: Grant Application

Sub Section Name: Proposal Summary

1. Applicant Question: Project Type

Choose one project type that best describes your activities.

Applicant Response:

Training and Implementation - Professional and Staff

2. Applicant Question: Duration of Project

Choose the duration of your project, 12 months or 18 months.

Applicant Response:

18 months

3. Applicant Question: Regional Centers in Service Area

Identify the Regional Center(s) in the community to be served by this project. Select all that apply. For a regional center map, see

[Attachment F.](#)

Applicant Response:

- Tri Counties Regional Center
-

4. Applicant Question: Counties Served

List the county or counties that the project will serve. Check all that apply.

Applicant Response:

- Santa Barbara County
-

5. Applicant Question: City of Los Angeles

If your project proposes to serve the City of Los Angeles, list the zip codes your project will serve.

Zip code information for Los Angeles County can be found [here](#). If your project does not serve the Los Angeles area, select "N/A".

Applicant Response:

Not Applicable

Applicant Comment:

Not Applicable

6. Applicant Question: Collaborating Organizations or Other Entities

Does your project include partnerships 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.

Applicant Response:

Yes

Attachment:

[Letter of Support_Acme Hospitality_8.16.22.pdf](#) - PDF FILE

7. Applicant Question: Consultants and Trainers

Describe the qualifications of the consultant/trainer/training organization, including their subject matter expertise in competitive integrated employment for individuals with developmental disabilities. Describe their prior experience as a consultant/trainer, professional credentials, including names of other organizations/entities for whom they have provided consultation or training.

If question does not apply to your project, select "N/A"

Applicant Response:

Headquartered in Santa Barbara, California, **Acme Hospitality** owns and operates an innovative collection of food and beverage concepts and hotels throughout California. Acme currently operates eight restaurants in Santa Barbara's burgeoning arts and entertainment district, affectionately called the Funk Zone. Acme also owns and operates two historic hotels in California's Gold Country - the National Exchange Hotel in Nevada City and the Holbrooke Hotel in Grass Valley. Located five miles apart, these icons of California's history and hospitality have been lovingly restored by teams of local artists, designers, and craftspeople and are ideally situated in picturesque Sierra Nevada Foothills. Acme concepts and team members have won numerous awards and accolades from local, regional, and national sources.

See attached for additional subcontractor/consultant/trainer profiles.

Attachment:

[Trainer_Profile_DDS Employment Grant.pdf](#) - PDF FILE

Section Name: Target Population

Sub Section Name: People Served

1. Applicant Question: Number of youth (under 18) with I/DD that will be served

Specify number of people to participate or be served by this project. If question does not apply to your project, select "N/A".

Applicant Response:

Not Applicable

Applicant Comment:

Not Applicable

2. Applicant Question: Number of adults (18 and older) with I/DD that will be served

Specify number of people to participate or be served by this project. If question does not apply to your project, select "N/A".

Applicant Response:

8

3. Applicant Question: Number of family members that will be served

Specify number of people to participate or be served by this project. If question does not apply to your project, select "N/A".

Applicant Response:

Not Applicable

Applicant Comment:

Not Applicable

4. Applicant Question: Number of professionals and staff that will be trained

Specify number of people to participate or be served by this project. If question does not apply to your project, select "N/A".

Applicant Response:

12

5. Applicant Question: Number of other individuals that will be served/trained

Specify number of people to participate or be served by this project. Please describe the individuals that will be served. If question does not apply to your project, select "N/A".

Applicant Response:

8

Applicant Comment:

A total of 8 individuals with intellectual and developmental disabilities, ages 18-65, will be served and professionally trained by this project.

6. Applicant Question: Ethnicity Group Served

Select the ethnicity group(s) the project will serve. For "Indian", "Pacific Islander", "Slavic" or "Other" use comment section to list specific groups.

- **"Indian"** includes: Indian (nationals of the present-day Republic of India), Bangladeshi, Nepalese, Pakistani, and Sri Lankan.
- **"Pacific Islanders"** includes: individuals whose origins are the original peoples of Polynesia, Micronesia, and Melanesia. Polynesia includes Guam, Hawaii (Native Hawaiian), Samoa (Samoan), American Samoa (Samoan), Tokelau (Tokelauan), Tahiti (Tahitian), Tonga (Tongan) and other Pacific Islands.
- **"Slavic"** includes: Russian, Ukrainian, and Belorussian (East Slavic), Polish, Czech, Slovak, and Sorbian (West Slavic), and Bulgarian, Serbian, Croatian, Macedonian, and Slovene (South Slavic).
- The **"other"** category includes ethnicities not specified in the ethnicity options.

Applicant Response:

- African American
 - Native American
 - Pacific Islander
 - White
 - Hispanic
-

Section Name: Project Application

Sub Section Name: Project Application

1. Applicant Question: Project Abstract

Provide a clear and concise project summary that includes a defined target population, geographic area, and project design. Specifically describe what your project will accomplish and the intended impact it will have on the employment of individuals with intellectual and developmental disabilities.

Applicant Response:

Momentum WORK, Inc. is seeking an 18-month employment grant for the purpose of implementing a culinary arts and hospitality career pathway program and boxed lunch business to increase competitive integrated employment for individuals with I/DD. Our goals are to provide professional weekly job-readiness training in a commercial kitchen with experience in food preparation and hospitality worker skills. The career pathway will include training in time management, collaboration and teamwork, technical and industry-related knowledge, inventory management, communication, customer service, menu planning, food prep, and kitchen safety.

For the initial three months, we will partner with subcontractor, Acme Hospitality, to provide consultation on the development of the curriculum, specifically focused on person-centered strategies for training individuals with I/DD. During this period, we will secure both a seller's and shared kitchen permit, as well as hire a PT Kitchen Coordinator, order training and kitchen supplies, finalize curriculum and schedule of classes.

The next steps are to recruit eight (8) students that show interest in the culinary arts and hospitality industry. The students will be encouraged to take a total of six months of paid training in the career pathway program, with skill knowledge assessments performed each week to track their progress. After six months, students will receive a career pathway completion and food safety certificate. We will also hire job coaches to monitor documentation of students' ISPs and carry out evaluation and training.

During the remaining nine months, the students will have the opportunity to transfer their skills and gain CIE at a boxed lunch business called "Momentum 4 Lunch". The on-the-job tasks will include taking online orders, lunch preparation, box assembling, and service fulfillment. During this time, we will launch our marketing dissemination plan, to include lunch service website, social media, and video advertising.

Attachment:

[Target Population & Intended Impact_DDS Employment Grant.pdf](#) - PDF FILE

2. Applicant Question: Need for Project Question 1

Please describe the underlying problem, challenges, or issues that your project will address.

Applicant Response:

Unemployment rates for people with disabilities are about twice as high as the rate for people without disabilities. The pandemic has an even higher impact on workers with disabilities in both finding and maintaining employment. While Momentum WORK, Inc. has provided employment services for many years, we have identified that individuals that are leaving the school system and transitioning into our employment programs are not ready to enter the workforce for several reasons. See attachment.

Attachment:

[Need for Project_Addressing Challenges_DDS Employment Grant.pdf](#) - PDF FILE

3. Applicant Question: Need for Project Question 2

Provide facts or data to support the need for this project

Applicant Response:

Momentum WORK, Inc.'s mission is to increase workforce access for people with disabilities and to recognize the value that these workers add to America's economy. For 54 years, our organization has helped integrate job seekers with disabilities into the local workforce through paid internships, independent job placement, work mentorship program, and group supported employment, which brings individuals with similar training needs together into work crews to fulfill public employment contracts.

See attached for testimonials from both staff and persons served that help to support the impact and need for this project. Also, attached is a blog post focused on the reasons why diversity in the workplace provides equitable opportunities for people with disabilities.

Attachment:

[Facts & Data_DDS Employment Grant.pdf](#) - PDF FILE

[Diversity in the Workplace Provides Equitable Opportunities.pdf](#) - PDF FILE

4. Applicant Question: Need for Project Question 3

Describe how the project will involve and benefit participants who are from diverse backgrounds

Applicant Response:

Momentum WORK, Inc. serves a total population of 272 diverse individuals, ages 18-65+, with varying disabilities (autism, cerebral palsy, Down syndrome, other developmental or physical disabilities) from different ethnic and economic backgrounds.

5. Applicant Question: Approach Question 1A

For Business Focused Practices, Employment Preparation Services and Supports, Service Models for Individuals with High Support Needs, and Training and Implementation project types.

- Describe the objective for your project
- Describe the new or innovative methods and activities that will be used that correspond to the proposed objective and project type that:
 - Use innovative, evidence-based, best, or promising practices, services and /or supports
 - Promote increased and meaningful opportunities for participants to make an informed choice for career options and prepare for CIE
 - Are designed to achieve, maintain, or advance individuals with I/DD in competitive integrated employment
 - Are designed to be replicable
- Include how you used input from the community and/target population in the design of the project
- Describe any project deliverables

If your project is not Business Focused Practices, Employment Preparation Services and Supports, Service Models for Individuals with High Support Needs, or Training and Implementation, select "N/A".

Applicant Response:

The project's objective is to provide individuals with I/DD a career pathway in the culinary arts and hospitality industry and training opportunity to achieve competitive integrated employment at a boxed lunch business.

Momentum WORK, Inc. has provided person-centered employment services to individuals with I/DD for many years and provides evidence-based strategies for people to achieve employment outcomes. We follow the APSE Employment 1st methods and guidelines which means that employment in the general workforce should be the first and preferred option for individuals with disabilities receiving assistance from publicly funded systems. Simply put, it means real jobs for real wages, and people with disabilities gain employment, fair wages, benefits, and the dignity that arises from gainful employment.

Our organization also incorporates ODEP's customized employment practices into our menu of services, a process for achieving competitive integrated employment or self-employment through a relationship between employee and employer that is personalized to meet the needs of both. It is a universal strategy that benefits many people, including people with disabilities who might not have found success through other employment strategies.

The new methods used for this project include a partnership with Acme Hospitality (subcontractor/employer) to help in the development of the career pathway curriculum and the method of implementing weekly skills assessments as an evaluation of an individual's ability to perform a specific skill or set of skills. The assessments will capture the level of proficiency for each skill, so we will understand which participants are new to a skill and which have mastered it. Our skills assessment tests will be used to evaluate the performance of current students/trainees and to help confirm that they are strengthening essential skills as they build experience. As students progress along a learning path, the skills assessment test will provide a simple, objective checkpoint to ensure that the training is effective.

A skills assessment is extremely helpful in pinpointing exactly the areas where someone needs to develop skills, making it easier to develop a relevant, personalized learning and development plan.

The project will recognize participants' progress by providing career pathway completion and CIE advancement certificates after six months as

We distributed Persons Served Surveys to the target population to use input on the design of this project. 91% said yes to being interested in working in a restaurant kitchen or hotel if they had the right training. See attached for more survey results.

Project deliverables include culinary arts and hospitality collaboration/consultation and career pathway curriculum from Acme Hospitality, plus production of a 30-60 second video for website and 10-15 second video for social media (marketing) from Island Fox Media.

Attachment:

[Survey Results from Target Population_DDS Employment Grant.pdf](#) - PDF FILE

6. Applicant Question: Approach Question 1B

For project type, Service Model Transformation

- A description of the transformation team that will be developing the action plan and includes representation by individuals with ID/D, family members, those who provide direct support, and other relevant community members (e.g., businesses, peer organizations, partnerships, etc.)
- The objective and activities to be used in developing the action plan, including an outline of the areas to be addressed in the transformational planning and organizational change that will affect the CIE employment services.
- Include how you used input from the community and/target population in the design of the project?
- A detailed description of the planning process that will be used
 - Describe project deliverables
 - Describe how you plan to engage the regional center in the transformation plan

If your project type is not Service Model Transformation, select "N/A".

Applicant Response:

Not Applicable

Applicant Comment:

Not Applicable

7. Applicant Question: Sustainability Question 1

How will individuals served by the project continue receiving employment services and supports once the project has ended?

Applicant Response:

Once the project has ended, project participants will be transferred into our paid-internship program (PIP) to continue any job-readiness and training needs. Participants will then have the opportunity to be referred to the DOR and begin the CIE advancement process of working with our professional job developer for transition into the workforce. CIE opportunities that we currently provide are our group supported and independent employment services. Participants can remain working at the Momentum 4 Lunch boxed lunch business which will maintain funding after the 18 months through donations and business sales.

8. Applicant Question: Sustainability Question 2

How will your project continue its work after the grant funding has concluded?

Applicant Response:

After grant funding has concluded, project participants will continue the culinary arts and hospitality career pathway program through our paid-internship program. Participants will then have the opportunity to be referred to the Department of Rehabilitation (DOR) and begin the process of working with our job developer for the process of transition into other CIE opportunities, such as our group supported employment and independent employment services or choose to remain in the Momentum 4 Lunch boxed lunch business which we plan to sustain post-grant funding through stakeholder contributions and business sales.

9. Applicant Question: Sustainability Question 3

Describe your plan to engage the regional center for future sustainability of the project and individuals served.

Applicant Response:

Momentum WORK, Inc. plans to engage TCRC by coordinating an initial meeting and project presentation with Diva Johnson, Director of Community Development, and the agency's Employment Services Coordinator (currently unfilled), to review the project objective, activities, budget, and projected outcomes. TCRC will be included in our marketing dissemination plan to include the TCRC target catchment area (Tri-Counties), so that all clients are informed about this opportunity for culinary arts and hospitality career pathway and CIE. Project participants will be paid for a total of 15 months, which will act as an incentive and sustainability plan to increase program participation and completion, thus leading to access and advancement in CIE.

10. Applicant Question: Organizational Capacity Question 1

Please include details about the history of the organization, its mission or purpose, summary of major programs, services and activities and details about how they tie to the target population. If from a large organization with multiple departments, provide a brief overview of entire organization and then focus on the department or program involved with this proposal. Describe any ongoing collaborative partners in your community.

Applicant Response:

Momentum WORK, Inc. (formerly UCP WORK, Inc.) is a non-profit organization and service provider for people with intellectual and developmental disabilities. Started in 1968 by the Kiwanis Club of Santa Barbara, our organization's mission is empowering people with disabilities with personal and professional growth.

Through six comprehensive programs throughout Santa Barbara County, our staff of direct support professionals, case managers, program coordinators, and job coaches actively work with adults with disabilities to prepare them on ways to reach independence. Our organization values what is important to an individual's personal preferences, satisfaction, and choice of supports.

Momentum WORK, Inc. provides services in day program, residential, independent and supported living, employment, adaptive sports, and community integrated arts studio and business.

See attached for the history of our organization as it pertains to services in competitive integrated employment.

Attachment:

[History of Employment Services_DDS Employment Grant.pdf](#) - PDF FILE

11. Applicant Question: Organizational Capacity Question 2

Describe your agency's experience supporting the proposed target population.

Applicant Response:

For 54 years, Momentum WORK, Inc. has been committed to being leaders in practicing person-centered services that maximize employability, independence, and quality of life for adults with I/DD. We support individuals using a person-centered approach that enables people to realize their dreams and set goals to accomplish them. Explore [Our Services](#) here.

12. Applicant Question: Organizational Capacity Question 3

Describe employment (or other relevant services) you currently provide.

Applicant Response:

Since 1968, Momentum WORK, Inc. has supported individuals with disabilities with job development and employment placement services. We believe individuals with I/DD have the right to work, therefore we help to connect job seekers with potential employers to create mutually beneficial CIE opportunities. 98.7% of all Momentum WORK, Inc. placements are retained for a minimum of six months or more. [Watch Employment Services Impact Video](#)

See attached for a list of our current Employment Services.

Attachment:

[Current Employment Services_DDS Employment Grant.pdf](#) - PDF FILE

13. Applicant Question: Organizational Capacity Question 4

How will the grant help the organization/agency build expertise to support individuals with I/DD to achieve competitive integrated employment?

Applicant Response:

Job preparation is an important skill that everyone needs to demonstrate talents and abilities to employers during the selection process. For a person with a disability, a job means independence, self-confidence, and financial security. The grant will help our organization in supporting people with I/DD to succeed in their ambition to work in the culinary arts and hospitality industries, and provide extensive training needed to thrive in a work environment.

Attachment:

[Organization Capacity Continued_DDS Employment Grant.pdf](#) - PDF FILE

14. Applicant Question: Organizational Capacity Question 5

Describe your organization/ agency experience and current capacity to support grant-based activities and reporting.

Applicant Response:

Our organization staffs a part-time Director of Marketing & PR, Rae van Seenus, to support grant-based activities and reporting, and to act as project manager on all DDS grant projects. Rae has been employed in this role for four years and has prior experience in grant writing, project managing, marketing, and reporting on our 2021 DDS Service Access & Equity Grant (transitioning youth self-advocacy training project).

15. Applicant Question: Engagement Plan Question 1

Describe how the organization/agency will recruit participants and/or families for participation in the project.

Applicant Response:

Momentum WORK, Inc. currently has a group of 12 participants with I/DD in our weekly cooking class, part of our day program services. These individuals are supported by our trained job coaches and perform basic kitchen skills such as meal planning, food prep, dish washing, sweeping, and cleaning. Our organization plans to recruit participants from this group based on their desire and choice for paid training in a more advanced culinary arts and hospitality career pathway and to gain advancement for CIE. We will also inform TCRC about the project through an initial presentation and marketing dissemination plan to actively support our recruiting efforts.

16. Applicant Question: Engagement Plan Question 2

Describe how the organization/agency will collaborate with other groups, organizations, employers, and/or agencies to achieve the objective of the project.

Applicant Response:

Momentum WORK, Inc. has secured a collaborative partnership with Acme Hospitality to provide project consultation, to include kitchen training techniques and the development of career pathway curriculum to help individuals with I/DD participate in meaningful employment. Acme Hospitality has been a leader in restaurant and hotel operations for the last ten years. Owners and operators of eight restaurants and three hotels, Acme has a long and successful track record in the hospitality industry. Acme also has experience in training and managing an employee with autism who has been working as a cashier and food runner for the last 4 years.

- Examples of skills Acme Hospitality will consult on:
- How to prepare menus and manage a kitchen.
- Effective ways to cut meat, bread, fruits, and vegetables.
- Steps to manage your time.
- Learning about different measuring instruments and how heat or cooling tools change food.
- Ways to prepare special diets.
- Understanding of using kitchen equipment safely.

17. Applicant Question: Engagement Plan Question 3

Service Model Transformation Projects must also include a plan to make two community presentations to key stakeholders and community members. The first presentation is to receive feedback about the proposed changes within the agency. The second community presentation is to present the completed action plan. Describe your plan for these two community presentations.

If your project is not Service Model Transformation, please select "N/A"

Applicant Response:

Not Applicable

Applicant Comment:

Not Applicable

18. Applicant Question: Project Activities

Clearly and specifically state how the schedule of activities demonstrates the steps that the project will take to achieve its stated objective and measures. See [Attachment H](#) for instructions on entering objective and activities into GrantVantage.

Applicant Response:

Our project's first activity is to secure a collaborative partnership with Acme Hospitality so that our staff, including a kitchen coordinator, assistant coordinator, and job coaches can gain professional knowledge and expertise of culinary arts and hospitality training standards primarily focused on career pathways for individuals with I/DD. This step will help us to adequately define and evaluate skills performed and achieved by each participant. The second activity is to meet with Diva Johnson, Director of Community Development at the Tri-Counties Regional Center (TCRC) to present the project's objective and activities and confirm marketing dissemination plan. Ensuring TCRC's support is critical for obtaining target-population data and measuring the effectiveness of recruitment. The third activity is to secure the facility/kitchen rental with the City of Santa Barbara which is essential in maintaining a professional learning space within a real-life commercial kitchen. The fourth activity is to secure all business and environmental health department permits for the purpose of achieving a safe, professional, and lawful work-based learning environment.

See attachment for continued schedule of project activities and steps in achieving the project objective.

Attachment:

[Continued Project Activities.pdf](#) - PDF FILE

19. Applicant Question: Project Data

Provide a clear plan of how data will be collected to track project objectives, activities and measures (e.g., what data collection tools will be used, who will collect, software used, who will summarize, etc.).

Applicant Response:

All project participants, including staff, will take a weekly skills assessment test at the completion of each pathway lesson to assess knowledge, skill proficiency, and learning outcomes. Data will be collected, reviewed, and analyzed for the purpose of improving program and educational quality, to identify where more training is needed, and for DDS reporting.

The assessment will capture the level of proficiency for each skill, so we will understand which participants are new to a skill and which have mastered it. Our skills assessment test will be used to evaluate the performance of current employees and to help confirm that they are strengthening essential skills as they build experience. As participants progress along a learning path, the skills assessment test will provide a simple, objective checkpoint to ensure that the training is effective. A skills assessment is extremely helpful in pinpointing exactly the areas where someone needs to develop skills, making it easier to develop a relevant, personalized learning and development plan.

Assessments will either be performed on tablet devices or on paper, depending on the participants' comfort level using the Survey Monkey web platform.

Additionally, our two job coaches will be required to track participants' ISP goals in real-time using our case management software. Our Director of Marketing (Project Manager) will collect data and summarize for DDS grant reporting.

20. Applicant Question: Budget Template and Narrative

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.

Applicant Response:

Our project budget is consistent with the project objectives and reflect real-life implementation for individuals with I/DD to gain job-readiness skills that are transferable to CIE. Our proposed expenditures are critical in supporting the overall project design and to create the highest degree of impact for students' success.

Personnel expenditures include one Kitchen Coordinator, one Assistant Kitchen Coordinator, two Job Coaches (DSP's), and eight students (paid trainees with I/DD). This includes worker's comp and payroll taxes calculated at 15% of each salary. All staff positions will work part-time on this project not to exceed 16 hours per week per person for a duration of 15-18 months.

Operational expenditures include facility rental and utilities, kitchen equipment, food packaging supplies, food handling supplies, wholesale food costs, city permits, staff uniforms, dry goods, web and ecommerce setup, and marketing (video, digital, and print advertising).

Combined, these expenditures support the initial 3-months of project consultation and pathway development, 6-months culinary arts and hospitality pathway learning, and 9-months of operations at the boxed lunch business, Momentum 4 Lunch.

It is critical for the overall design of the project to obtain professional kitchen tools so that participants' have access to master their skills in a real-life work environment. Professional tools greatly increase the number of skills students can learn and opens new doors to CIE.

21. Applicant Question: Budget Costs

Confirm that that budget does not include non-allowable costs or costs funded by other sources. See [Attachment D](#) for allowable and non-allowable costs.

Applicant Response:

I Confirm

Section Name: Proposal Certification

Sub Section Name: Certification

1. Applicant Question: Confirm Proposal Discussion with RC(s)

Applicants are required to discuss their proposal with each RC(s) service area to be served. Have you discussed your proposal with each RC you are intending to serve?

Applicant Response:

Yes

2. Applicant Question: RC Contact

Applicants are required to submit their application concurrently to the Department and to each RC(s) service area the applicant is intending to serve. State the name(s) of the contact person(s) at each RC you have discussed your proposal with.

Applicant Response:

Diva Johnson, Director of Community Development for the Tri-Counties Regional Center.

3. Applicant Question: Regional Center Service Provider

If you are a vendored regional center service provider, are you in compliance with [Welfare and Institutions Code Section 4652.5](#)?

If you are a not a vendored regional center service provider, please select "N/A".

Applicant Response:

Yes

4. Applicant Question: Confirm review of Standard Measures

DDS has developed standard project measures for each project type. Have you read the guidelines and agree to the standardized measures for your project type. See [Attachment C](#) for Standard Project Measures.

Applicant Response:

Yes

5. Applicant Question: 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.

Applicant Response:

Yes
