

# Application Report



**Applicant Organization:** Pomeroy Center  
**Project Name:** PRRC Transition Employment Project  
**Application ID:** [REDACTED]  
**Funding Announcement:** DDS Employment Grant  
**Requested Amount:** [REDACTED]

**Project Summary:** To train staff in order to develop transitional Person Centered programming that prepares youth ages 18-24 from San Francisco and San Mateo counties for a future as empowered valued members of their community by offering work readiness and job exploration. The goal is to more effectively collaborate with our Adult Services programming and provide community integrated employment opportunities and meaningful economic advancement for youth with an ID/DD diagnosis using a person centered/whole person approach.

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

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**Section Name:** Applicant Eligibility

**Sub Section Name:** Applicant Information

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## 1. Applicant Question: Organization Type

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

### Applicant Response:

- Community-Based Organization
- Regional Center Vendor
- Department of Rehabilitation Vendor
- Other - Please Specify

### Applicant Comment:

Residential, Community Center, After School Enrichment Program

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## 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.

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**Applicant Response:**

The mission of Pomeroy Recreation & Rehabilitation Center is to provide recreational, vocational and educational opportunities for people with disabilities through programs and services that encourage self-expression, promote personal achievement, and lead to greater independence. Our vision is of a stronger community providing opportunity and respect, embracing diversity, and inspiring people with disabilities to live a full life. Website: [Pomeroy Recreation & Rehabilitation Center](#)

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**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

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**Section Name:** Grant Application

**Sub Section Name:** Proposal Summary

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**1. Applicant Question:** Project Type

Choose one project type that best describes your activities.

**Applicant Response:**

Service Models for Individuals with High Support Needs

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**2. Applicant Question:** Duration of Project

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

**Applicant Response:**

18 months

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**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](#).

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**Applicant Response:**

- Golden Gate Regional Center
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**4. Applicant Question:** Counties Served

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

**Applicant Response:**

- San Francisco County
  - San Mateo County
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**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

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**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:**

No

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**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:**

Sarah Gragnani, OT/L, has ten years experience working in pediatric occupational therapy, three years developing independent living skills and adaptive frameworks for transition aged individuals with developmental disabilities. Alongside PRRC, she consults with Threads for Therapy and EBS Healthcare.

Tiffany Cleveland, MA, LMFT is the founder of Le Tusa, a therapeutic and skills acquisition non-profit for people with disabilities. She is a Golden Gate Regional Center Vendor with 12 years of experience co-creating plans for integrated employment at The Puente Clinic, Gateway Learning Group, and CBEM.

The Learning Community or another accredited program will train six staff in Person Centered Thinking. Staff will also attend CalTASH, DCYF, CDSS, DoR employment training sessions.

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**Section Name:** Target Population

**Sub Section Name:** People Served

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**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

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**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:**

18

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**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:**

18

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**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:**

6

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**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:**

Not Applicable

**Applicant Comment:**

Not Applicable

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**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
  - Chinese
  - Filipino
  - Hispanic
  - Korean
  - Vietnamese
  - Pacific Islander
  - White
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**Section Name:** Project Application

**Sub Section Name:** Project Application

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**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.

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## **Applicant Response:**

Abstract:

Target population: transitional age youth (TAY) (18-24) with an active IEP

Geographic Area: San Francisco and San Mateo counties

Intended Impact: To train staff in order to develop transitional Person Centered programming that prepares youth ages 18-24 from San Francisco and San Mateo counties for a future as empowered valued members of their community by offering work readiness and job exploration. The goal is to more effectively collaborate with our Adult Services programming and provide community integrated employment opportunities and meaningful economic advancement for youth with an ID/DD diagnosis using a person centered/whole person approach.

Process:

PRRC will recruit and train new/current staff in the Person Centered approach through classes via The Learning Community, CalTASH, etc. Then, we will develop a "living" person centered plan (PCP) designed for each transitional aged youth participant. These PCT action plans will explore future options and involve Adult Services, participant families, friends, and communities with the goal of fostering meaningful relationships, facilitating healthy choices and helping each individual youth find purpose in the community. The Plans will include: work readiness classes, relationship building workshops, community programs, inclusive housing options, as well as employment exploration and attainment opportunities.

With cohesive Person Centered Plans (PCP) we will have the ability to collect data, reflect, present findings, and refine our approach for better participant and programmatic success and sustainability.

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## **2. Applicant Question:** Need for Project Question 1

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

### **Applicant Response:**

The underlying problem that our project hopes to address is a lack of cohesive PCT work-readiness programming for transition aged youth (TAY) ages 18-24 with disabilities. Though the state provides guidance for children and teens, and then again for adults, that space between public schooling and whatever comes next needs its own structural support. We hope to transform our service model by redefining our schedule and scope in order to better co-develop future opportunities for our participants.

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## **3. Applicant Question:** Need for Project Question 2

Provide facts or data to support the need for this project

### **Applicant Response:**

PRRC had been working toward adopting PCT when the pandemic hit. During quarantine, it became clear that we needed to shift our focus from center-based and aggregate programming to something that put the self actualization of our participants first.

Currently, we have no cohesive PCT plan that would take an individual from Children & Teens (CT) through TAY programming and toward Adult Day. Instead, TAY acts primarily as an extension of CT.

All 18 participants in TAY are enrolled in work readiness classes, though none take part in community integrated employment. None have a PCT plan. Three are employed at PRRC. And yet, PRRC has robust Adult programming with vocational services and placement. We need to bridge this gap.

In order to make cohesive PCT plans for participants to actualize their future dreams, we need to hire/train staff, develop connections to the community, work with potential employers, build relationships with integrated housing, other adult day programs, etc.

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### **4. Applicant Question:** Need for Project Question 3

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

### **Applicant Response:**

The demographics of the Transition Aged Youth Program is as follows:

10% African American  
10% White  
15% Latino  
15% Pacific Islander  
50% Asian

Beyond our racial diversity, TAY serves a group of individuals of all socio-economic, cultural, backgrounds, and of all sexual and gender identities. Participants are neurodiverse and experience a variety of learning and ability differences, including, but not limited to: vision and hearing, communication and behavior, sensory integration and learning, physical mobility or basic assistance with skills like personal care (feeding, bathing, toileting, transferring).

With the PCT approach, we hope to go beyond involving all our participants in developing the best evolving plans for their lives. We hope to center their agency and further their independence.

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### **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

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High Support Needs, or Training and Implementation, select "N/A".

**Applicant Response:**

Our objective is to train staff in PCT approach in order to transform TAY programming so that it will include Person Centered Planning, and where appropriate: job skills, soft skills, living skills, communication, social groups, travel training, budgeting, nutrition, housekeeping, problem solving, sex education, phone/internet skills, volunteering, and integrated vocational search and placement.

The foundation for this service transformation is PCT– an innovative practice that focuses on the informed choices of a community supported individual with disabilities.

Working with each participant individually, staff will support them in creating a “living” PCP that includes personal employment goals and trajectories. Once that Plan has been built, staff will work directly with participants and craft unique small groups to build the concrete and soft skills necessary to achieve and maintain the competitive integrated employment those participants are most interested in. Quarterly parents/caregivers meetings will be held to discuss progress, opportunities, other related information, and employment targeted topics.

Staff will also collaborate with OneCenter (Adult Day) in order to integrate TAY participants into recreational, educational, and vocational programs, communities, and partnerships. At the beginning of the PRRC Transition Employment Project, we will be leaning heavily on the already stable community and employer relationships built by our partners in OneCenter. This foundation will help advance competitive integrated employment for TAY participants. It will also be the basis for our future growth. We then intend to forge TAY community partnerships for ourselves, so that the project is sustainable. We also intend to follow strict data collection standards, so that what we do is assessable or replicable.

The idea for the PRRC Transition Employment Project originates from conversations with TAY participants, their families, subject matter experts, our colleagues at OneCenter, and guidance from the Golden Gate Regional Center.

Key deliverables from this project will be: extensive training of six staff members, 18 PCPs, partnerships with but not limited to: Helpers Community Inc, Hands on Bay Area, Sam Trans, BOK Ranch, SFPL, SFSU, Episcopal Community Services, Project Open Hand, Marin County Food Bank, etc. Most importantly, though, we hope to transform our programming to increase connectivity and choice for our participants.

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**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
  - Descript 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

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**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:**

Central to Person Centered Thinking is community connection and support. Because of the links made through this Project to OneCenter and to numerous community integrated partnerships, participants will have access to on-going relationships and employment services, even after the program ends. Access to multitudes of partnerships is why transforming our service delivery is so special. This access is foundational to choice and will positively affect future opportunities for our youth.

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**8. Applicant Question:** Sustainability Question 2

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

**Applicant Response:**

With staff training, hiring, project formatting, curriculum, partnerships and schedules in place, the PRRC Transition Employment Project will be able to maintain momentum with future groups of students. This is because the transformational work will have already been done. Essentially, we will have a new structure of service wherein we need only assess and refine our practice as we move into the future. We will have met our goal for training and to develop connections for community integrated employment and a living PCT plan for all participants that will evolve as they move from CT to TAY to OneCenter or beyond. The Project will simply become the TAY program structure.

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**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:**

As a Regional Center Vendor, we have a close partnership with the Golden Gate Regional Center. We will be collaborating with our participants' case workers as we develop each Person Centered Plan. Once our project becomes the structure of the TAY program, we plan to continue to support participant choice across vocation options in their ISP. We believe that the GGRC will embrace the new PCT integrated employment structure as central to TAY programming.

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**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:**

Founded by Janet Pomeroy in 1952 with six teens, two volunteers, and a vision to break down barriers for children with disabilities, PRRC now serves over 2000 people per week.

That early mission has grown. PRRC provides programs for children, teens, adults, seniors with developmental disabilities and experienced traumatic brain injury: offering virtual, community and onsite services in the arts, computer literacy, wellness, socialization, outings into the community, employment training and job placement. The Center's on-campus facilities include a therapeutic swimming pool, gymnasium, adaptive computer lab, playground, stage, and community garden. The Center also maintains two residential care homes on Fulton Street.

For children, PRRC provides an After School Program with adaptive and therapeutic activities. Transitional students receive support for independence, agency, vocational training and placement. We partner with CA-DSS, DCYF and various foundations.

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**11. Applicant Question:** Organizational Capacity Question 2

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

**Applicant Response:**

From the very beginning in 1952, PRRC has supported Transitional Aged Youth with a range of stimulating, interactive, and enriching recreation activities, which have always included, arts and crafts, dance, swimming, recreational sports, interactive computer lab, community outings, life skills classes, sensory integrative activities and developmental social groups. These have been offered after-school, on weekends, and during summer camps.

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**12. Applicant Question:** Organizational Capacity Question 3

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

**Applicant Response:**

The TAY program currently provides work readiness training which include soft skills classes, individualized independent living skill activities, enrichment classes, and socialization opportunities. We also have employment opportunities onsite in facility maintenance, and in service support: developing, setting up, stocking, restocking, and running events where participants manage guests and run a POS platform.

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**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:**

In partnering with the GGRC and utilizing resources of PCT from The Learning Community with additional webinars and resources from CalTash, this grant will help us build the competencies of our staff, which will affect our capacity to focus on CIE and economic advancement strategies through identification, development, scalability, and sustainability of evidence-based practices for our Transition Program.

**14. Applicant Question:** Organizational Capacity Question 5

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

**Applicant Response:**

PRRC manages grants from the city, state and private foundations. We receive 62% of our funding from government funds and foundation grants. We have a 4-member Fund Development Department that manages these grants. Within that Department, our Fund Development Manager manages the tracking, applying and reporting process. This is overseen and approved by the Director of Development.

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**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:**

The Children and Teens after school program has an internal pool of participants already matriculating to our transition program but would like to change how this enrollment takes place to ensure self determination.

After the necessary structural transformation provided by the PRRC Transitional Employment Project takes place, we can add a recruitment and development dimension to our TAY program. For this, we would like to work with GGRC case managers, so that individuals would seek us out as a place to help them achieve their goals and explore the possibilities in the greater community. We plan to showcase this pilot program at job fairs and booths to attract new clientele. Leveraging our strategic partnerships with OneCenter, DoR, DCYF, Caltash, Support for Families, etc., for advertising and promotion will hopefully grow our participant numbers, so that we can add new members while providing a cohesive bridge for those already enrolled.

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**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:**

The PRRC Transitional Employment Project will build upon the principles and structures used by our Vocational Services Program within our Adult Day Services Program. The Employment Services Manager works closely with outside work-ready organizations such as Helpers Community Inc., for art sales and job training, Hands on Bay Area for life skills/mentorship, SamTrans for travel training, BOK Ranch for vocational training, SFPL for reading classes/internships, SFSU for auditing classes in the Cinema Department and Episcopal Community Services for tutoring. Along with our existing partnerships with GGRC, DoR, DCYF, CalTash, and Support for Families, we plan to expand our existing relationships with the above entities to the TAY program to develop the best evolving plans for each of our participants.

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**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

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**Applicant Comment:**

Not Applicable

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**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:**

First, our staff will increase competency with PCT Training from an accredited trainer. Then, we will transform how we serve our participants by placing their self determination at the center. Alongside each participant and their circle of support, we intend to develop Person Centered Plans.

In the process of developing Person Centered Plans, participants will engage in activities that produce: What People Like & Admire About Me Pages, Explore What Each Participants Like About Themselves Pages, One Page Description Pages, Circles of Support Pages, Ways to Best Communicate Pages, Ideal Week Pages, Hopes and Dreams Pages, My Action Plan Pages, Work Exploration Pages

Since these Person Centered Plans are ever evolving, the steps are non-sequential after completion of the About Me page and activities.

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**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:**

These activities will be assessed through individual logs for each student to track: curriculum, activities, hours volunteering, hours spent on travel training, etc. along with ratings to measure goal progress.

We will also have quarterly employee reviews completed by the supervisor at the job site, as well as monthly reviews and check-ins completed by Pomeroy staff at the CIE location. After these employment performance reviews, staff will model: attendance and timeliness, quality of work, initiative, customer service, communication, among other supports.

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**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 budget contains a breakdown of our specific project costs for personnel (PCT trainers, managers, occupational therapist, etc.), operational costs which includes supplies to actually run and execute the program, and administrative costs which includes funds for our program director, development staff and any required training our staff might need.

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**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

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**Section Name:** Proposal Certification

**Sub Section Name:** Certification

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**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

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**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:**

Eric Zigman  
Executive Director  
[ezigman@ggrc.org](mailto:ezigman@ggrc.org)  
(415) 832-5516

Julian McCarthy  
Employment Specialist  
[jmccarthy@ggrc.org](mailto:jmccarthy@ggrc.org)  
(415) 832-5758

Amanda Pyle  
Community Services Director  
[apyle@ggrc.org](mailto:apyle@ggrc.org)  
(415) 832-5760

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**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".

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**Applicant Response:**

Yes

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**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

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**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

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