

Application Report



Applicant Organization: Zavikon LLC
Project Name: Zavikon Supported Placement
Application ID: [REDACTED]
Funding Announcement: DDS Employment Grant
Requested Amount: [REDACTED]

Project Summary: Zavikon Dream Careers will build an ecosystem aimed at placing neurodivergent individuals and those with disabilities in career-oriented, meaningful jobs to address the high unemployment and underemployment rates for this target population. We do this through our proven supported placement model.

Authorized Certifying Official: [REDACTED] [REDACTED] [REDACTED]
Project Director/Manager: [REDACTED] [REDACTED] [REDACTED]
Project Manager/Coordinator: [REDACTED] [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:

- Other - Please Specify

Applicant Comment:

Zavikon is an employment agency for neurodivergent individuals and those with disabilities.

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:

Zavikon is a recruiting and staffing agency whose mission is to place neurodivergent individuals and those with disabilities in career-oriented employment. Zavikon leverages a supportive model assisting both candidate and employer through the job search, interview, placement, onboarding, and acclimation processes. We work with all types of neurodivergent and disabled individuals, both invisible and visible, with formal and informal diagnoses, across all industries anywhere in the US.

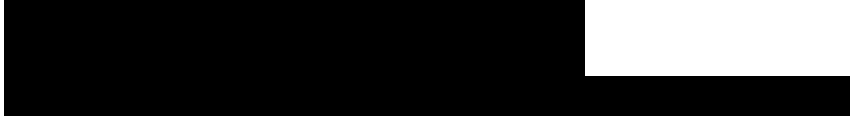
3. Applicant Question: Applicant in Good Standing

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

Attachment:



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:

Business Focused Practices

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:

- Alta California Regional Center
 - Eastern Los Angeles Regional Center
 - Frank D. Lanterman Regional Center
 - Golden Gate Regional Center
 - Harbor Regional Center
 - North Los Angeles County Regional Center
 - Regional Center of the East Bay
 - Regional Center of Orange County
 - San Andreas Regional Center
 - South Central Los Angeles Regional Center
 - Westside Regional Center
-

4. Applicant Question: Counties Served

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

Applicant Response:

- Los Angeles County
 - Orange County
 - Alpine County
 - Colusa County
 - El Dorado County
 - Nevada County
 - Placer County
 - Sacramento County
 - Sierra County
 - Sutter County
 - Yolo County
 - Yuba County
 - Marin County
 - San Francisco County
 - San Mateo 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:

Please see zip codes listed in uploaded document.

Attachment:

[DDS Application Report - LA Zip Codes.docx](#) - WORD DOCUMENT

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:

[NeuroTalent Works Commitment Letter- Zavikon Dream Careers.pdf](#) - PDF FILE
[Payton-Jameson LLC Zavikon Letter of Support.pdf](#) - PDF FILE
[NOVAworks - Letter of Support Zavikon.pdf](#) - PDF FILE
[LifeSherpa Zavikon Commit 081022.pdf](#) - PDF FILE
[Let's Talk LD Commitment Letter - Zavikon Dream Careers 08-10-22.pdf](#) - PDF FILE
[ACRC - Commitment Letter - Zavikon Dream Careers.pdf](#) - PDF FILE
[SELACO - Letter of Support 8.12.2022.pdf](#) - PDF FILE
[Commitment Letter - Zavikon Dream Careers - OCASG.pdf](#) - PDF FILE
[ELARC Letter of Support.pdf](#) - PDF FILE
[SETA Letter of Support \(8-23-22\).pdf](#) - PDF FILE
[Letter of Support LA WDB.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:

Please refer to the uploaded document for details on the following consultants and trainers:

- Let's Talk LD
- Life Sherpa
- Los Angeles County Workforce Development Board
- NeuroTalent Works
- NovaWorks
- Orange County Asperger's Support Group (OCASG)
- Payton-Jameson LLC dba grit & flow
- SELCO
- SETA

Attachment:

[DDS Grant Application Report - Consultant-Training Org Qualifications.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:

90

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:

90

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:

270

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:

450

Applicant Comment:

- Zavikon Dream Careers (ZDC) is targeting 90 - 110 placed participants.
- For 90 -110 placements, ZDC assumes 1 family member will be served per placement, so 90-110 family members.
- The Zavikon Dream Careers project will train hiring managers, co-workers, executive management and any other professional willing to participate in neurodiversity and disability hiring training. Zavikon estimates that 3 professionals will be trained for each new hire. With a target of placing 90-110 individuals, approximately 270-330 professionals will be served.
- A total of 450-550 individuals will be served.

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
- Cambodian
- Chinese
- Filipino
- Hispanic
- Hmong
- Indian
- Japanese
- Korean
- Mien
- Native American
- Vietnamese
- Pacific Islander
- Slavic
- White
- Other

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:

Zavikon primarily works with large corporations and targets Diversity, Equity and Inclusion (DEI) departments to place candidates. The Zavikon Dream Careers (ZDC) program will enable Zavikon to work with companies without DEI budgets to expand our reach to smaller companies.

ZDC will build an ecosystem aimed at increasing the throughput of placing individuals with disabilities in jobs. Please refer to the uploaded diagram.

1. Participants are referred to Zavikon through multiple sources:
 - o 11 Regional Centers
 - o Workforce Boards
 - o Zavikon Existing Pipeline
 - o Organizations - Parent support groups, online community groups, etc.
2. Zavikon assesses all candidates to verify that ZDC is the best fit. We identify the accommodations needed to set participants up for success. Concurrently, Zavikon sells services to companies to expand our network and participant opportunities.
3. Once verified, Zavikon assists the individual with their job search by tapping into our vast professional network. Participants are matched to an existing job order or marketed into a specific company.
4. Zavikon places participants into jobs that match their skills and talents.
5. Supports are put in place to ensure success:
 - o Career coaching for the first 90 days of employment for both employee and employer.
 - o Zavikon Assistive Platform (ZAP) is an innovative app that digitally recreates the new employee's support circles.
 - o Professional education that helps companies best set up new employees for success.

Zavikon is pioneering the model of a traditional recruiting company in the disability space. Using the constructs of a proven model, Zavikon is tackling the critical social issue of neurodiversity and disability unemployment and underemployment as a business problem. Zavikon founders roll up their sleeves and sell. We challenge companies to embrace the disability hiring movement and sell them on the benefits of opening their doors. This paradigm has not been utilized prior to Zavikon. We will place 90-110 participants.

Attachment:

[DDS Grant Circular Concept Map Final.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:

ZDC will address the critical social issue of disproportionately high disability unemployment and underemployment. Diversity, Equity, and Inclusion (DEI) programs are growing across the US; however, neurodiversity and disability are often not included.

ZDC will raise inspire, educate and support companies to take action. Many companies want to be more inclusive; however, they fear getting it wrong. ZDC will instill confidence through education, and success will drive sustainability.

3. Applicant Question: Need for Project Question 2

Provide facts or data to support the need for this project

Applicant Response:

Neurodiversity and disability unemployment and underemployment is both a social and an economic issue as the statistics demonstrate.

- 15% of humanity has a disability.
 - 96% of disabilities are invisible.
 - Just over 1 in 4 of today's 20 year-olds will become disabled before they retire.
 - Individuals with disabilities are twice as likely to be unemployed as those without.
 - 1 in 44 babies born in the United States will receive an autism diagnosis.
 - The unemployment and underemployment rate for individuals on the autism spectrum is 85-90%.
 - There are 15.1 million people of working age living with disabilities in the US, so the research suggests that if companies embrace disability hiring, they will gain access to a new talent pool of more than 10.7 million people.
 - Employers who embraced disability saw a 90% increase in employee retention.
 - If just 1% more individuals with disabilities become employed, the US GDP could see an increase of up to \$25 billion.
-

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 Project will include participants from 11 different regional centers that cut across all demographics. ZDC employment services will be open to all regional center clients in the targeted counties and will include participants from diverse backgrounds in those counties. ZDC will pay particular attention to include regional center clients with diverse backgrounds.

ZDC employs an individualized approach for participants, so participants from all backgrounds will benefit because ZDC will provide assistance and support that considers the whole human. ZDC's humanistic approach ensures that participants from diverse backgrounds will receive support that provides care and concern for their backgrounds that are an intrinsic component of who they are.

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:

Objective – The objective of Zavikon Dream Careers (ZDC) is to build an ecosystem (See uploaded diagram) to place neurodivergent individuals and those with disabilities in career-oriented, meaningful jobs and address the high unemployment and underemployment rates for this community.

New or Innovative Methods and Activities:

1. **Business Model** - Zavikon is pioneering the model of a traditional recruiting company in the neurodiversity and disability space. Using the constructs of a proven model to build a socially responsible company, Zavikon is tackling the critical issue of neurodiversity and disability unemployment and underemployment. This innovative approach has not been utilized prior to Zavikon.
2. **Sales-Based Approach** – Zavikon approaches the social issue of neurodiversity and disability employment as a business problem. Thus, our founders actively sell our services to hiring companies. We proactively reach out to employers and leverage our traditional Corporate America experience to understand the needs and concerns of hiring managers and inspire them to take action.
3. **Zavikon Assistive Platform (ZAP)** – ZAP is a technical support that digitally recreates participant support circles. ZDC participants can request support via an app on their phones, and ZDC career coaches will have a dashboard view of the status and wellbeing of their clients.
4. **ZDC Cyclical Model** – The ZDC ecosystem is a cyclical because each participant goes through the same steps. The process is individualized as needed to help participants prepare for employment and make informed choices. That said, this ‘rinse and repeat’ and data driven approach enables Zavikon to implement continuous improvements based on lessons learned, increase efficiency, and therefore, drive sustainability.
5. **Humanistic Approach** - ZDC's individualized and humanistic approach demands that ZDC considers the whole human in the job search and placement process. This helps us support individuals from diverse backgrounds because when participants are viewed holistically, critical influencers such as diverse backgrounds will be taken into account when they are placed in jobs. ZDC will make particular efforts to ensure all racial and ethnic groups are included in the program.

Design based on community input:

1. Zavikon processes have been in place since our inception, and we have refined them based on experience and community feedback. Zavikon's CEO is neurodivergent, so all of our initiatives embody 'nothing about without us.' Our processes have been actively used by Zavikon in the field for the last year and a half, and there have been many lessons learned. Further, Zavikon founders have studied successes and areas of improvement and refined processes as needed.

Project Deliverables:

1. Project measures such as # of participants assessed and placed, # companies contacted, # of interviews conducted, etc.
2. Participant Surveys
3. Training documentation for employers trained
4. Any documentation and data surrounding placements

Attachment:

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:

The Zavikon Dream Careers (ZDC) model is geared toward longevity which will be achieved through training and education. Employers will be trained on how to support participants which will build a more inclusive and supportive corporate culture. Once companies are trained and corporate cultures are transformed via the Project, individuals served will continue receiving employment services and supports through their employer upon project conclusion.

Zavikon will continue to support our placed participants through ad hoc career advice (i.e., how to ask for a raise or promotion, etc.) for as long as they need us.

Zavikon's proven model of support has created a track record of very high retention.

8. Applicant Question: Sustainability Question 2

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

Applicant Response:

The disability hiring movement is gaining momentum across the US, but small and medium sized businesses have been slower to join it than large companies with DE&I budgets.

Zavikon Dream Careers (ZDC) will enable these small and medium sized companies to embark on the IDD hiring journey, and once they begin hiring from this population, they will experience the benefits such as better retention, more positive corporate cultures, and increased bottom lines. Zavikon believes the funding assistance from ZDC will convince employers to take the first step and the benefits they experience will inspire them to continue once the funding has concluded.

Beyond the program timeline, Zavikon will continue to support and sell to our employers.

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:

After Zavikon Dream Careers (ZDC) provides Zavikon with the funding boost needed to expand our reach to small and medium sized companies, Zavikon will continue our mission to place neurodivergent individuals and those with disabilities in career-oriented, meaningful jobs. Regional Centers will be key for future sustainability. They will continue to feed talent into our pipeline for job search, placement, and support services. Further, Zavikon's individualized approach will facilitate partnering with regional centers for co-enrollment opportunities.

Zavikon's RC relationships will strengthen as we partner and will create an environment for mutual program sustainability well into the future.

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:

Zavikon's history is intrinsically linked to our founder's career. After twenty plus years in technology recruiting, Rebecca Beam helped found MindSpark, a start-up that employed and trained autistic individuals in software testing. Astounded by the talent, she discovered she related to them in a way she hadn't thought possible.

Her personal and professional lives collided when she received autism and ADHD diagnoses herself in 2019. It shed light on why she relates to the community and why she spent her childhood feeling like an outsider. She had been masking her entire life, and she was mentally and emotionally exhausted, yet determined to finally live and work authentically.

Rebecca recognized that while she was fortunate enough to find meaningful employment, 80% of her peers have not. She recognized she needed to help them find careers and accessible employers who embrace their uniqueness. This epiphany became her mission, her passion, and her purpose, and thus, Zavikon was born.

11. Applicant Question: Organizational Capacity Question 2

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

Applicant Response:

Zavikon was created to place neurodivergent individuals and those with disabilities in jobs, so the entire organization is focused on supporting individuals with I/DD. Since our inception in February 2020, we have been laser focused on improving employment outcomes for this population. We work with individuals from this community in jobs every day. Our processes and supports have proved successful with large corporations. We are looking forward to extending our success to smaller companies.

12. Applicant Question: Organizational Capacity Question 3

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

Applicant Response:

Zavikon offers two primary services for employers:

1. Supported Placements
 - Zavikon recruits for individual jobs and provides interview, placement, onboarding, accommodation and acclimation support.
2. Comprehensive Program Implementations
 - Zavikon uses academic, iterative, and data-driven strategies to implement enterprise-wide programs tailored to their specific objectives.

For candidates, we provide the following:

- Placement services
 - Career Counseling
 - Job Readiness Training
 - AR Interview Simulations
-

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:

The grant will enable ZDC to train companies how to support individuals with I/DD. ZDC will coach hiring managers, co-workers, Human Resources, executive management, etc. ZDC will train the trainers so that they can support their own programs in the long term after the Project concludes. Further, the more individuals ZDC places, the more professionals will be exposed to individuals with I/DD, so expertise will also be built organically to achieve competitive integrated employment.

14. Applicant Question: Organizational Capacity Question 5

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

Applicant Response:

Resources to support day to day Project activities are included in the Project budget, and Project oversight will be conducted by founders, Rebecca Beam and Hilary Kokenda. Both Rebecca and Hilary are Technology veterans with experience running multi-million dollar projects and managing complex datasets, so they are qualified to support project management activities and detailed reporting. Further, Rebecca has experience building a company that employed hundreds of individuals with ASD.

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:

Zavikon will partner with community organizations such as regional centers, workforce boards, support organizations, etc. to recruit participants and/or family members. The Zavikon Marketing team will continue its branding and public relations initiatives to attract talent. The existing Zavikon pipeline will continue to attract and refer talent.

ZDC will hire a manager to serve as the point person for the ecosystem. Zavikon interacts with the neurodiversity and disability communities every day and is connected with talent in and advocates for the community. We plan to engage our deep connections within the communities to find the right resource for the job. Many of our candidates express interest in working in Diversity, Equity and Inclusion.

Upon project commencement, Zavikon will reach out to participating regional centers and other organizations to establish communication protocols that will facilitate referrals. We will also determine minimum requirements for participants.

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:

Zavikon strongly believes in partnering with any and every person and/or organization that is willing to help tackle the neurodiversity and disability unemployment and underemployment. It is a big issue that we cannot solve alone. We will collaborate with community partners (regional centers, workforce boards, support groups, etc.) to recruit participants. We will work with business contacts to identify opportunities, and we recognize that community partners can also help provide support once participants are employed. We have established relationships with companies that provide professional education and technology supports such as the Zavikon Assistive Platform (ZAP) to include all involved in the support circle.

Because Zavikon takes an individualized approach, ZDC will work with each participant to determine the supports that work best for them. Our objective is long term employment for participants above all else, so we embrace any and every resource that can help us achieve it.

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:

Zavikon Dream Careers (ZDC)'s schedule of activities represent the steps needed to place participants in jobs and support them for long-term success. ZDC activities are broken into the following categories:

- Administration – Overall administrative activities required to manage the program.
- Employer outreach and business development – Research and sales activities needed to recruit and engage hiring companies.
- Employer education and training – Tasks related to preparing employers to create an inclusive and supportive environment for participants.
- Participant recruitment – Community outreach and collaboration with recruitment partners for referrals.
- Participant assessment – Activities required to individually assess potential participants.
- Job identification – Partnership activities with hiring companies to research and identify job opportunities for participants.
- Participant identification – Identification of potential ZDC participants to open jobs.
- Supported interviews and placements – Interview support for both interviewer and interviewee and negotiation facilitation for placements.
- Onboarding – Assistance for onboarding activities ensuring a smooth transition into employment for both employee and employer.
- Supported placement training – Employer training and education for the employer to implement success factors and create an inclusive environment.
- Career coaching – 90 days for career coaching for both employee and employer. Advocacy for employee including self-advocacy support.

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:

Project data will be collected throughout the ZDC program lifecycle.

(See attachment for further details)

- Overview
 - Business focused practices data – General company data will be gathered during the Business Development process. Company data related to the program will be entered as opportunities are identified and participants are placed. Retention and supports will be tracked after placement.
 - Individual participant outcome data - Initial data gathering will occur during intake and assessment. Zavikon has developed a series of online forms that candidates complete in order to use our services. Participant data updates will occur throughout the program lifecycle as participants are considered for opportunities, selected for interviews and placed in positions.

- Collection Tools
 - Interviews
 - Research
 - Meetings
 - Questionnaires/online forms
 - Observations
 - Documents and records
 - Client meetings
 - Email correspondence

- Who collects the data
 - Referral partners (Regional centers, workforce boards, organizations, etc.)
 - ZDC personnel

- Software
 - Salesforce – Data will be entered into Zavikon’s organization. Salesforce supports extensive data analytics and reporting.
 - AidaForms – Online forms for questionnaires, applications, etc.
 - Criteria – Skills and talents assessment

- Data Summarization
 - ZDC personnel – Data will be summarized in Salesforce, AidaForms and Criteria by ZDC personnel to leverage the extensive reporting and data analytics functionality in these platforms.

Attachment:

[DDS Grant Application Report - Project Data 2022-08-24.pdf](#) - PDF FILE

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:

Zavikon is excited to have the opportunity to fund the placement of 90-110 participants in career-oriented employment. Our track record to date has exemplified success and sustainability of our service model. Through this funding we can increase employment opportunities for thousands.

ZDC funded activities are geared toward increasing the throughput of placing candidates via the ZDC ecosystem.

- Personnel Costs
 - Manager, Zavikon Dream Careers salary, fringe and setup costs - The ZDC manager will be the central point of contact for ZDC that coordinates and oversees all program activities.
 - Operating Expenses
 - Software Licenses - Software as a service licenses required by the ZDC Manager.
 - Professional Education/DEI Consulting will provide professional education for both employers and participants.
 - Placement and Retention Fees - ZDC ecosystem activities required to place participants in jobs. Fees cover intake and assessment, employment preparation, job development (sales) and placement, employment retention, and career coaching.
 - Business Associations and Workforce Board Partnerships - Professional outreach to support hiring company sales and recruitment activities.
 - Business Association Memberships - Membership dues for associations that will facilitate professional outreach.
 - Technical Support App - License, administration, and configuration costs for the app that will digitally recreate participant support circles.
 - Bookkeeper - Part-time bookkeeper to manage ZDC finances.
-

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:

Regional Center	Contact(s)
Alta	Carly Shearer
East Bay	Rose Casarez
Eastern Los Angeles	Roxy Ortiz, George de la Loza
Golden Gate	Julian McCarthy, Amanda Pyle, Sean Galvin
Harbor	Brenda Bane
Lanterman	Carmine Manicone, Pablo Ibanez, Carmen Jimenez-Wynn
North Los Angeles	Jesse Weller
Orange County	Arturo Cazares
San Andreas	Katherine Sanders
South Central Los Angeles	Wendy Castillo, Cheryl Mallinson
Westside	Lidenira Amador

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:

Not Applicable

Applicant Comment:

Not Applicable

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
