

# Application Report



**Applicant Organization:** Eastern Los Angeles Regional Center  
**Project Name:** Self Determination Specialized Caseload  
**Application ID:** App-22-593  
**Funding Announcement:** FY 22-23 Service Access and Equity Grant  
**Awarded Amount:** \$800,000

**Project Summary:** Six (6) Self Determination Specialized Caseloads (SDSC) at 1:40 with Service Coordinators and their assigned supervisor identified to be the subject matter experts (SME) managing these case with an emphasis on equity among the Hispanic and Asian communities.

**Authorized Certifying Official:** Gloria Wong gwong@elarc.org 626-299-4700  
**Project Director/Manager:** Elizabeth Harrell eharrell@elarc.org 626-299-4700  
**Project Manager/Coordinator:** Roxana Ortiz rortiz@elarc.org 626-299-4817  
**Compliance/Fiscal Officer:** Patricia Alvarez palvarez@elarc.org 626-299-4700

---

**Section Name:** Applicant Eligibility

**Sub Section Name:** Applicant Information

---

**1. Applicant Question:** Project Title

What is the Project Title?

**Applicant Response:**

Self Determination Specialized Caseloads (SDSC) and Supports

---

**2. Applicant Question:** Awarded Amount

What is the total amount awarded for the project?

**Applicant Response:**

\$800,000

---

**3. Applicant Question:** Organization Type

Choose the response that best describes your organization.

**Applicant Response:**

Regional Center (RC)

---

**4. Applicant Question:** Description of Organization/Group

Provide a brief description of the organization or group. Explain what experience your organization has managing a project similar to the proposal and state the outcomes of that project. You may upload your brochure or add a website link.

**Applicant Response:**

Mission Statement: Eastern Los Angeles Regional Center (ELARC) is committed to serving individuals with developmental disabilities and their families by promoting partnerships which empower them to achieve meaningful and fulfilling lifestyles in their community.  
(please see attachment for additional information)

**Attachment:**

[Category1-Question4\\_Attachment.docx](#) - WORD DOCUMENT

---

**5. 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

---

**6. 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?

**Applicant Response:**

Not Applicable

---

**Section Name:** Grant Reapplication Information

**Sub Section Name:** Grant Reapplications Only

---

**1. Applicant Question:** Previous Award(s)

Did your organization receive DDS grant funding in fiscal year 2020-21 or 2021-22? If yes, go to question 2 to complete each column. If no, skip this category and go to category 3.

**Applicant Response:**

Yes

---

**2. Applicant Question:** Previous Grant Award(s)

Since fiscal year 2020, complete a row for each DDS Service Access and Equity grant your organization was awarded funding.

---

**Applicant Response:**

Year Awarded	Project Title	Grant Number	Award Amount
2020/2021	Ongoing Service Coordination (Reduced Caseload)	20-ELARC	\$360,772.00

---

**3. Applicant Question:** Previous Grant Outcomes

Provide a brief grant summary of your project outcomes for fiscal year 2020-21 and/or 2021-22.

**Applicant Response:**

2020/2021: ELARC have been able to effectively manage the implementation of the Enhanced Case management reduced caseload (1:40) program and clearly identify impacts the project have had in supporting the participants. The project demonstrated an increase in purchase of services expenditures among underserved communities in ELARC's catchment area as an outcome of the participants. Most significantly, ELARC valued the partnerships established and the input provided from the individuals and families through the Project to help identify challenges they face in accessing services.

- Impacts and outcomes accomplished:
  - Increased purchase of services expenditures
  - Increased the understanding of: role of regional centers, role of service coordinator, child's diagnosis, access services/supports, and IPP process
  - Identified barriers to access to services and supports stated by individuals and families
  - Enhanced relationships between the individuals and families and ELARC
  - Empowered individuals and families to be partners with ELARC and other community organizations
  - Supported newly eligible families through person centered approach
  - Identified and provided generic resources as additional support to address barriers
- 

**4. Applicant Question:** Project Transition

If awarded, how will your current project(s) transition into the 2022-23 proposed project? Does your proposed project expand or continue your current project, if so how? What activities, measures, or target groups are being added? Provide a summary of the differences and reasons why you are proposing the change.

**Applicant Response:**

The Enhanced Service Coordination (Reduced Caseload) project has now been implemented statewide at all regional centers as a result is SB154. The successful impact the reduced caseload model provided will serve as a template for the proposed Self-Determination Specialized Caseloads (SDSC).

Implementing the Self-Determination Specialized Caseload (SDSC) at a reduced ratio of 1:40 will enhance the relationships with the self-determination service coordinators, Independent Facilitators (FMS), Financial Management Services (FMS), the participants and their circle of support.

The lessons learned with the Enhanced Service Coordination (Reduced Caseload) project will serve as a catalyst for this proposed project.

---

**Section Name:** General Application

**Sub Section Name:** Proposal Summary

---

**1. Applicant Question:** Project Type

Choose the project type that best describes your activities from the list below:

---

**Applicant Response:**

Workforce Capacity and Development

**Applicant Comment:**

ELARC is proposing six (6) Self Determination Specialized Caseloads (SDSC) at 1:40 with Service Coordinators and their assigned supervisor identified to be the subject matter experts (SME) managing these case with an emphasis on equity among the Hispanic and Asian communities.

---

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

Choose the duration of your project.

**Applicant Response:**

24 months

---

**3. Applicant Question:** Regional Centers

Choose the Regional Center(s) that your project will serve. Check all that apply. If you are proposing a statewide project, select the All Regional Centers/Statewide option.

**Applicant Response:**

- Eastern Los Angeles Regional Center
- 

**4. Applicant Question:** Counties Served

List the county or counties your project proposes to serve. Check all that apply. If you are proposing a statewide project, the select All Counties / Statewide option.

**Applicant Response:**

- Los Angeles County
- 

**5. Applicant Question:** Community Based Organizations

Will you be working with one or more Community Based Organizations? If so, provide the name of the organization and how you will be working together.

**Applicant Response:**

We embrace organic partnerships with community based organizations (CBOs), we will continue to build on the existing relationships with the CBOs such as Ochoa's Consulting Firm and NestDan. Both these organization through separate contractual work are targeting our mono-lingual Spanish speaking communities and providing training d coaching in SD. Upon completion of these sessions, the participants will be assigned to the SDSC specialized caseload for extensive and specialized case management.

---

**6. Applicant Question:** Multiple Organizations

Does your project include partnership with one or more organizations either as a co-applicant or subcontractor? If "yes", please upload a letter of support from each organization, that includes an explanation of their role in the partnership.

**Applicant Response:**

No

---

**7. Applicant Question:** Strategies and Sustainability

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

**Applicant Response:**

Sustaining this project is key. Current data shows that reducing caseload ratios is positive all around. A considerable area of focus is the level of expertise the service coordinators for these specialized caseloads will receive, which will result in improved service delivery. There are three main areas to ensure sustainability of the SDSC project (please see attached document for details).

**Attachment:**

[Category3-Question7\\_Attachment.docx](#) - WORD DOCUMENT

---

**Sub Section Name:** Target Population

---

**1. Applicant Question:** Ethnicity Groups Served

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

**Applicant Response:**

- Hispanic
- Chinese

**Applicant Comment:**

The targeted groups are based on ELARC's top two demographic groups, 70% of the population served are Hispanics and 13% are Asian.

---

**2. Applicant Question:** Ethnicity Group(s), Language(s) and Number of Individuals Served

For each ethnicity group, provide the number of individuals your project intends to serve and the related language(s).

**Applicant Response:**

Ethnicity Group(s)	Individuals Served	Language(s)
Hispanics	168 (70%)	Spanish
Chinese	31 (13%)	Chinese (Cantonese/Mandarin)

---

### **3. Applicant Question:** Age Group(s) Served

Select all Age Groups the project will serve.

#### **Applicant Response:**

- Three to Five
- Three to 21
- 16 to 21
- 22 and older

#### **Applicant Comment:**

All individuals eligible for the self-determination program.

---

**Section Name:** Project Application

**Sub Section Name:** Project Application

---

### **1. Applicant Question:** Project Summary and Organizational Experience

Provide a clear and concise project summary that includes a defined target population, catchment area, and project design. Specifically describe what your project will accomplish and how it will benefit the community served. In your answer, include what experience your organization has working with the target population and how your organization will work with the local RC(s).

#### **Applicant Response:**

The Self Determination Program has the potential to reduce racial and ethnic disparities that are throughout the service delivery system. It is imperative that its implementation and delivery must be viewed through the lens of equity. This proposal aims to target our Hispanic and Asian communities in the catchment area served by ELARC. The Self-Determination Specialized Caseload (SDSC) project will consist of six (6) service coordinators (SC) carrying a reduced caseload of 1:40 which will allow them to be subject matter experts (SME) in self-determination case management delivery system.  
(see attached document for additional details)

#### **Attachment:**

[Category4-Question1\\_Attachment-rev.docx](#) - WORD DOCUMENT

---

### **2. Applicant Question:** Data and Community Input

Explain why you have selected your priority population(s) using RC POS data and other data as supporting evidence of the disparity or inequity. Include how your organization used input from the community, target population, and RC to design the proposal.

### **Applicant Response:**

ELARC used a variety of data points to identify our priority population. ELARC serves a diverse population. The top three ethnic groups served are Latino, Asian and White. The percentage breakdown shows that 70% of the individuals served identify as Latino, 13% as Asian and 10% identify as White. Collectively the top two ethnic groups represent 83% of all individuals served by ELARC.

ELARC also held focus group sessions as well as Community Conversations to identify what are the local challenges facing SD. Participation comprised of service coordinators, Independent Facilitators, Financial Management Services, the participants and their circle of supports. These opportunities allowed for ELARC to hear directly from the community, as a result there were several recommendations that were provided for improvements. Some of these recommendations were "centralization of Self-Determination with specialized SC's" and "Equip service coordinators with tools to help assess and evaluate what works and doesn't work when supporting families. Learn from what works and what doesn't work and share that with others", we anticipate having specialized SD caseloads will aid in reducing some of the issues identified by our local community (see attached documents for supporting data).

### **Attachment:**

[Category4-Question2\\_Attachment.docx](#) - WORD DOCUMENT

[ELARC SDAC Recommendations Jun 2022.pdf](#) - PDF FILE

---

### **3. Applicant Question:** Uniqueness

How is the proposed project unique from a currently funded grant (e.g., strategies, activities, and goals) in the proposed RC catchment area? If the project is similar to a currently funded grant listed on the Department's website, how is the proposed project different?

### **Applicant Response:**

The Autism Society of Los Angeles (ASLA) was awarded funds in 21/22 for cross-cultural Self Determination Independent Facilitator mentor training program, however due to the uniqueness of regional center caseloads the ASLA does not mimic or overlap with our proposed project and no other regional center is doing a SD Specialized Caseloads project. The recently implemented Participant Choice Specialists (PCS) at regional centers, while focused on SDP, are non-caseload carrying positions. The SD Specialized Caseload SCs will be working closely with the PCS' to merge efforts and strategies to ensure the SD experience and process is equitable amongst all SD participants.

The uniqueness of this proposal is that despite efforts to implement smooth systemic changes with SDP in our community there are complications with the mechanics of SDP, which due to high caseloads results in staff having to react to emergent crisis on a case by case basis that sometimes results to disparities in implementation. By having SD Specialized Caseloads will not only equip the SC to be a subject matter expert but also serve as a consistent bridge with the participants and staff within various ELARC departments.

---

### **4. Applicant Question:** Improve Equity and Service Access

How will your project measurably improve equity, access, and reduce barriers to services for individuals with intellectual and developmental disabilities and their families?

### **Applicant Response:**

SDP transitions currently can go slow. SDP is complex and still new. ELARC's Hispanic and Asian communities face more time in transition due to that complexity. Having SD Specialized Caseloads at a 1:40 ratio will enable the service coordinator to have more time dedicated to do the critical work, like relationship building, establishing trust and respect with the individuals and the families in the Hispanic and Asians communities they serve as well as taking the time to explain and assist in the details of transition. Current higher caseloads do not allow for this. Nor do they foster richer learning opportunities, leaving potential gaps in SDP knowledge (see attached document for additional details).

### **Attachment:**

[Category4-Question4\\_Attachment-rev.docx](#) - WORD DOCUMENT

---

### **5. Applicant Question:** Support of RC Plan

Does the project support the RC plan to promote equity and reduce disparities in their catchment? If you are a RC, how does this project support your recommendations and plan to promote equity and reduce your identified disparities? How will your project collaborate with other organizations to promote community inclusion?

### **Applicant Response:**

We understand that underserved communities face additional obstacles to self-determination. Having high caseloads results in less interaction and engagement with the participants and their families, which creates challenges in the ability to better explain the program and walk the participant through each milestones successfully using creativity and flexibility which are hallmarks of the self-determination program. Establishing dedicated SD Specialized Caseloads with a 1:40 caseload can help decrease some of these barriers in these communities. ELARC has a great working relationship with Community Based Organizations such as Ochoa's Consulting Firm and NestDan primarily work with Spanish speaking Hispanic families. Both NestDan and Ochoa's Consulting Firm are currently working on a contract through the SD Local Volunteer Advisory Committee (LVAC) funds to help implement SDP at ELARC. They are providing training and coaching to potential participants delivered at their own pace and in their native language to help further break down the understanding of SDP. These strong partnerships will allow for a warm handoff to the SDSC for extensive and specialized case management. These CBOs have already established roots and trust in their neighborhoods which allows a strong bridge to connect to ELARC's self-determination program.

---

### **6. Applicant Question:** Project Activities and Measures

**Note: Before answering this question, applicants must complete the Activities Template located in the middle tab directly above.**

The schedule of activities clearly and specifically demonstrates the steps that the project will take to achieve its stated objective and measures. Do the proposed measures appropriately track the project objective and activities, provide insight into the effectiveness of project, and demonstrate impact on the target population?

### **Applicant Response:**

The Self- Determination Specialized Caseload Service Coordinators and their assigned supervisor will be trained and certified in Person Centered Planning facilitation with in the first six months of project inception.

The SDSC service coordinators will work with the SD participant during the transition process to fully enroll in SDP, at a rate of 25 percent of the identified group. In addition before transitioning the participant into SDP, the SDSC service coordinator will conduct a pre survey to assess participant's understanding of SDP, they will also complete a post survey at the end of the enrollment process with additional questions on satisfaction with the process and timeliness.

---



## 7. Applicant Question: Budget Template and Narrative

**Note: Before answering this question, applicants must complete the Budget Template located in the tab directly above.**

The project budget is consistent with the stated project objective and activities, and clearly and concisely explains how the proposed expenditures support the overall project design and outcomes. The project budget costs are clearly associated with the activities and does not include non-allowable costs or costs funded by other sources.

- Budget Template example is located at [Attachment C](#).
- Budget Details and Restrictions are available [here](#).

### Applicant Response:

The proposed budget allocations will fund for six (6) service coordinators specializing in self determination. The service coordinator will be trained and certified in Person-Centered Planning facilitation along with their assigned supervisor, through a culturally recognized and credible entity on person centered practices. In addition, the SDSC service coordinator will be equipped with tools and resources to be able to enhance the transition process as well as track progress, these tools will be setting them up with licensed zoom accounts to be able to conduct virtual meetings based on participant's preference, setting them up with a dual monitor along with a web cam and microphone.

---

**Section Name:** Proposal Certification

**Sub Section Name:** Certification

---

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

CBOs are required to discuss their proposal with each RC(s) the CBO is intending to serve. If you are a CBO, have you discussed your proposal with each RC you are intending to serve?

### Applicant Response:

Workforce Capacity and Development

---

### 2. Applicant Question: RC Contact

CBOs are required to submit their application concurrently to the Department and to each RC(s) catchment the CBO is intending to serve. If you are a CBO, state the name(s) of the contact person(s) at each RC you have emailed your proposal application. The RC contact list is available here at [Attachment F](#).

### Applicant Response:

N/A

---

### 3. Applicant Question: Code of Conduct

## Grantee Code of Conduct

The Department is committed to supporting services and programs with integrity that foster collaboration and professionalism. Grantees are expected to conduct project activities in a professional and respectful manner that include:

- **Valuing Diversity and Inclusion.** Grantees should embrace diversity that includes but is not limited to: ability, race, language, national origin, citizenship, age, gender identity or expression, sexual orientation, and religion.
- **Conducting Activities with Personal and Professional Integrity.** All activities with individuals, families, community organizations, regional centers, and state, local and federal agencies should be conducted with professionalism, dignity, respect, and fairness. Grantees should be open to listening to different points of view and fostering productive communication.
- **Providing a Positive Work Environment:** All projects should foster a positive and respectful work environment with their colleagues and other grantees.

### Applicant Response:

- I acknowledge that I have reviewed the Code of Conduct.
- 

## 4. 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

---